

SHAPE STEERING COMMITTEE - PESCARA, 16TH April 2013

Minutes

Participants:

IT	Emilia-Romagna Region - General Direction for Environment and for Soil and Coast Protection	Barbara Grazzini, Irene Sabbadini, Marco Ottolenghi, Angelo Piazza, Olga Sedioli, Antonio Sciabica, Luisa Perini
IT	Veneto Region	Roberto Bertaggia, Emiliano Ramieri.
HR - CRO	Public Institution Priority Actions Programme/Regional Activity Centre of the Mediterranean Action Plan in Split	Marko Prem Neven Stipica
IT	Regional Agency for Environmental Protection of Molise	Emanuela Tolve Paola Sparano
SI	Regional development centre Koper	Giuliano Nemarnik, Slavko Mezek, Tina Primosic.
HR - CRO	Institute for Physical Planning Region of Istria	Janjanin Latinka Zagorka Schiffilin
IT	ARPA FVG	Isabella Scroccaro
IT	Marche Region – Coastal Defence Department	Giorgio Filomena, Tommaso Rovinelli, Diego Magnoni
IT	Puglia Region – Mediterranean Department and ARPA Puglia	Piacentino Ciccacese, Nicola Ungaro, Stefania Grasso, Enrico Barbine, Anna Maria Pastorelli
IT	Abruzzo Region – Service Maritime Works and Marine Water Quality IT	Nicola Caporale, Giovanna Marrama, Rosalia Montefusco, Jasmine Jollo
ME	Public Enterprise for Coastal Zone Management	Aleksandra Ivanovic.

WITH THE PARTICIPATION OF MINJA MARIC CALABRO, PROJECT MANAGER OF THE JOINT TECHNICAL SECRETARIAT OF THE IPA ADRIATIC CBC PROGRAMME.

Apologies:

Ministry of civil engineering and physical planning HNC
ECAT Tirana - Environmental Center for Administration and Technology.

WP1: ADMINISTRATIVE AND FINANCIAL ISSUES (Barbara Grazzini and Angelo Piazza, Lead Partner)

1) PROJECT EXPENDITURES – STATE OF THE ART

Minja Maric Calabro: despite the efforts made in order to reach the level of expenditures forecasted in the Application Form, the SHAPE Project has an implementation delay, at 31/01/2013, of 37,06% and the JMC could decide to cut the project budget very soon, as indicated in the official letter delivered by the Managing Authority to the Leader Partner on 5th April 2013. This letter requires the LP to provide a detailed justification on the reasons and motivations which led to the spending and implementation delay at 31/01/2013.

Barbara Grazzini: the project has a slow financial progress due to several reasons, already put to the attention of the JTS and the MA in the last months; in fact, the partnership was required to provide justifications on the reasons of the delay in spending money last January and in September 2012. In those answers, detailed justifications for each partner were provided.

At less than one year from the project end, there have been some problems preventing the partners from spending, which do not depend on the project partners themselves:

- DVEs – the Italian partners have been waiting for the DVEs to be issued for more than 12 months. When some DVEs were issued they were not complete with the integrations provided. Despite the many calls made by the partners to the FLC, a proper answer has never been provided
- MIS – since the beginning of 2013, the MIS has not worked properly. The expenditures statistics are not correct or updated, some partners' figures are not correct, many partners can't see their submitted progress reports or the expenditures already updated for new progress reports, etc..... In view of the closure of the current reporting period by April 2013, this represents a serious problem. For this, we might request a postponement of the deadline for the submission of the project progress report
- Budget changes – it took a very long time for the approval of the last budget changes provided
- Pending answers – we are still awaiting some answers and approval of official requests from MA and JTS

A very important issue regards the active participation of the Final Beneficiary n.5 (Bosnia-Herzegovina). The LP shows a communication made by Silvana Cavar and Sasa Skrba (FB5 contact persons) in which they express their regret for not being allowed to attend the meeting: their Minister did not authorize them.

Moreover, FB5 has submitted just one progress report since the project start and there are serious difficulties in keeping contacts with them and record the state of implementation of their project activities and related expenditures. Some weeks ago, the LP sent an official letter to the Bosnian Minister Mr. Suad Hasandedic but no answer has been given yet.

The LP invited all the partners to carefully monitor their spending capacity from now on to the end and to be realistic as to be able to spend the overall budget allocated. The LP suggests to analyse the individual spending capacity and invites the partners to make a self-reduction of the own budget in case it will be difficult for the partners to spend all the money allocated before the project end. This could be a good opportunity to show the project partners' commitment and avoid a random cut of budget due to decommitment. Since the last project changes can be requested 6 months before the project end, every partner is invited to make a realistic budget reallocation and take into account the possibility to cut his own budget of expenditures that will not be able to cover before the project end.

Stefania Grasso (FB12): it would be necessary to ask for a amendment of the project duration, as to be able to pay the contracts assigned for the implementation of SHAPE project expiring on 28th February 2014.

Marko Prem (FB2): all the partners should spend all their budget until 28th February 2014 because could be not sure the MA approves a request of change in the project duration.

Minja Maric Calabro: the JTS is preparing a guide to help the projects manage their budgets until the end of the project with special instructions related to the eligibility of expenditures.

The partners will wait the issue of the new guidelines by the JTS and will then evaluate the possibility to ask for a project amendment for financial purposes.

As far as the authorization for the participation of the MedOpen event (in Antalya – Turkey- from 30th October to 3rd November 2013) is concerned, the request is still under evaluation, but the answer might be negative.

2) MONITORING AND EVALUATION PLAN (act. 1.3)

The Monitoring and Evaluation tools have been shown to the partners.

The M&E plan is composed by the following annexes:

1. Budget monitoring form;
2. Spending forecasts monitoring form;
3. Workplan format to monitor the progress of the actions by single partner by single action;

The mentioned tools have already used since the project started to monitor the project financial and technical progress.

New questionnaires are introduced as far as evaluation is concerned:

4. external satisfaction questionnaires for participants to workshops and events;
5. internal assessment questionnaires on organizational improvements and level of satisfaction;
6. external assessment questionnaire on project results.

Roberto Bertaglia (FB1): underlined that annex n. 6 (external assessment on project results) should be corrected with an evaluation grid from 1 to 6, as to avoid the partner can put its preference in the middle.

The suggestion has been accepted and the questionnaire number six modified.

The Monitoring&Evaluation plan together with the evaluation questionnaires are available on the project intranet in WP1 action 1.3. The partners can personalise the questionnaire addressed to the participation in project meetings, workshops and events, by adding questions related to technical issues presented/discussed during the SHAPE future events.

The LP will send an email to launch the assessment phase listing the deadlines related to the delivery and final collection of questionnaires n. 5 (to assess the partners' organizational improvements and level of satisfaction) and n. 6 (addressed to external stakeholders, decision makers for an external evaluation).

The Steering committee session is officially closed.

Late in the evening of April 16th, the LP receives an official request from the IPA MA asking for justifications on delay in expenditures reported at 31/01/2013 to be provided in just one day. The II day of the meeting (17th April), the LP opens an extraordinary Steering Committee session to share the MA communication with all the partners and prepare the answer to the MA itself (enclosed to the minutes of the meeting) signed at Steering Committee level and delivered via email during the meeting

WP2 COMMUNICATION AND DISSEMINATION

(Irene sabbadini, Marco Ottolenghi, ERVET - Emilia-Romagna Region)

1) WEB PORTAL (act. 2.1)

In the last six months, from November 2012 until April 2013, the SHAPE project's website has been visited by 897 unique visitors for a number of 1,559 visits, namely about 310 visits per month. This number has slightly decreased compared to the previous six months. Italy is the country where the website is mostly visited (with 1,027 visits) followed by Croatia (61 visits) and Slovenia (52 visits), however it is interesting noticing that the United States, France and the United Kingdom are at the 7th, 8th and 9th place respectively for number of visits to the website even though they are not partners. The website has been visited more by these three countries than many SHAPE partners.

Also the Adriatic Regional Forum, which we activated six months ago, has never been used by any partner but us. However, it should be a very useful tool for communication allowing every other partner to participate to discussions, so we hope that you will use it for exchanging suggestions and/or comments very soon.

New subsections have been created under the Documents Download section, final outputs of partners related to WP3 can now be found online.

2) Promotional tools and materials (act. 2.2)

In the last six months, 756 project publications and promotional materials have been disseminated for local workshops and meetings, we still have some material left if any partner shall need it.

New material will be printed for the Coast Day of September 2013.

We also remember to all partners to always use the SHAPE logo for every activity related to the project itself.

3) Networking and project promotional actions (act. 2.3)

Regarding the project promotional actions, all information are gathered from the Communication Reports sent us by partners. However, in the last six months we only got five Communication Reports out of thirteen so the numbers reported cannot be considered very reliable. We need to receive the Communication Reports of all partners in order to regularly update the Project Progress Report, otherwise we will never know how far we are from targets. We hope to receive the missing reports as soon as possible.

We are organizing the next Coast Day, it will be held in Rimini on the 24th and 25th of September 2013. More information will be coming soon.

WP3: INTEGRATED COASTAL ZONE MANAGEMENT

(Marko Prem, PAP/RAC)

Mr. M. Prem presented an overview of the progress with regard to WP3 He pointed out the actions that have been already completed by PAP/RAC and partners and he stressed those actions for which some of the partners have not yet provided their outputs. The detailed overview is available in the Annex 1 below. He invited the partners to catch up with the deadlines so to allow timely delivery of the project deliverables and in particular because this is reflected in the budgetary spending that was discussed under previous WP. He once more underlined the availability of PAP/RAC to provide technical assistance and support whenever needed.

A special presentation was made on the introduction of the MedOpen by Mr. N. Stipica. He elaborated on this virtual training course on ICZM in the Mediterranean, which will be organised by PAP/RAC from September to December 2013 as agreed at the previous SC meeting. He announced the nomination procedure for this course that should be completed before the summer break. This is actually the second Training workshop according to the Shape work plan. The first one was presented and

discussed also. This one will be organised by the Abruzzo Region and will take place during June 2013. It will last for three days in Pescara and will include all Shape partners. The details will be provided by the Abruzzo colleagues.

Annex1

Progress on WP3 Actions 3.1, 3.2 and 3.4

SHAPE between coast and sea	3.1. ICZM practice			3.2. Requirements for setback zone + PILOTS				3.4 ICZM governance framework		
	Draft	Comment by PAP/RAC	Final	Draft	Comment by PAP/RAC	Final	Pilots	Draft	Comment by PAP/RAC	Final
	Submitted	Provided	Submitted	Submitted	Provided	Submitted				
Albania	+	+	++	+	+	-	YES	-		
Montenegro	+	+	-	Not relevant-deferred					-	
Bosnia and Herzegovina	-			-				-		
Croatia/ Istria	+	+	++	+	+	++		+	-	
Slovenia	+	+	++	+	+	++	YES	-		
Italy/Veneto	+	+	++	+	+	++	YES	-		
Italy/Emilia-Romagna	+	+	-	+	+	++	YES	-		
Italy/Molise	+	+		-			YES	-		
Italy/Puglia	+	+	++	+	+	++	YES	-		
Italy/Marche	+	+	-	-				-		
Italy/Abruzzo	+	-		-				-		
Italy/Friuli Venezia Giulia	-			-				-		
DEADLINES			31.7. 2012			30.9. 2012	31.5.2 013			30.6. 2013

As of: 15 April 2013

WP4: SHIPPING TOWARDS MARI TIME SPATIAL PLANNING (Emiliano Ramieri, Veneto Region – Thetis)

Roberto Bertaggia (FB1) presented the Proposal for a DIRECTIVE OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL (COM(2013) 133) that establishes a framework for maritime spatial planning and integrated coastal management.

He remembered that WP4 aims at addressing MSP in the Adriatic Region, to create a methodology ad hoc for planning in maritime areas and to test MSP at local scale by common data processing and mapping and developing pilot actions.

For this reason,, with regard to the Adriatic scale maps of the uses of the sea will be acquired by the results of the act. 5.2 on the implementation of a GIS atlas of the Adriatic, which combine all the project partners.

We will also call for partners contributions to the identification of best practices, for the solution of conflicts of use, as required by the Act. 4.5, with respect to which Thetis will submit a proposal to index Methodological manual on MSP in the Adriatic Sea that takes account of the topics covered in the Handbook UNESCO, the proposed Directive MSP-ICZM and other international experiences.

Emiliano Ramieri illustrated achieved results, progress, future steps, expected partners' contributions and next deadlines for each action included in WP4. :

Act. 4.1 – Holistic management of the Adriatic Sea

Objective

Produce an overall vision of existing legislative and policy tools that can support the implementation of MSP at the Adriatic Sea scale

Deliverable

Report on law analysis and holistic approach to a common and legally binding planning

Performed activities

- Definition of the structure of the analysis and final report
- Specification of partners' contribution, analysis of draft contributions and feedbacks
- Draft version of the report was issued on July 2012; final contributions were requested to partners
- Advanced draft of the report was issued on early January 2013 for final comments and integration; for some areas information was derived by literature
- Acquisition of final feedbacks and integration (i.e. Croatia and Montenegro)

In progress and future steps

- Delivering of final contributions by 30.04.2013: B4 (draft version was provided on March 2012) and B5 (current description is based on literature)
- Delivering of missing literature references (all except LB) and minimal integration (B9) by 30.04.2013
- Update key information (B1), i.e. COM(2013)133 proposal of a EU Directive on MSP and ICZM
- Delivering of the final version of the Report by 15.05.2013 (B1)

Action 4.1 is linked with Action 5.5 - Collection and assessment of data on current policy and planning tools on ICZM and MSP in the Adriatic Basin. Contribution to action 5.5 is expected by each Shape partner according to its specific area of interest (regional or country level). B1 will provide links to policy and planning documents for the following geographic levels: Europe, Mediterranean Sea, Adriatic Sea, Italy and Veneto Region.

Conclusions

Performed activities enabled to deliver an advanced draft version of the Action 4.1 Report (early January 2013). Main report conclusions are:

1. MSP compared to coastal planning is a new and emerging process; it is not surprising that it is applied in a fragmented and sectoral ways, yet
2. Coordination seems to be particularly complex; multiple (national and regional) bodies and/or sectoral departments are responsible for MSP related aspects
3. A considerable part of the Adriatic Sea is not or only partially managed in relation to UNCLOS requirements
4. Sectoral plans and laws on marine space are however well developed
5. Cross-border initiatives provide a fertile substrate for Adriatic cooperation, that is essential to support MSP at the basin scale
6. The Adriatic – Ionian initiative seems to provide the best characteristics as a platform for MSP application; it has a neutral approach (e.g. not focus on environmental protection), it involves national stakeholders
7. Adriatic Sea has great potential for MSP application considering point (4) and (5) as well as: (i) intense use of the sea, (ii) presence of sufficient knowledge
8. To fully support cooperation, countries should initially focus on improving integrated approach and coordination at the national level.

These conclusions were presented at the meeting and discussed and agreed with Shape partners

Act. 4.2 – Define the ecosystem as basis for MSP

Objective

Define main ecosystem-based characteristics of the Adriatic Sea, referring to the legal framework established by the MSFD and develop common preliminary guidelines for the implementation of MSFD at the Adriatic scale

Deliverable

Report on status, pressures and conflicts in Adriatic sea based on MSFD requirements

Performed activities

- Definition of the outline and contents of the final report

- Specification of partners' contribution: table on availability of MSFD data
- Draft version on the report "Definition of the Adriatic ecosystem quality as basis for Maritime Spatial Planning - Contribution to the initial assessment of marine Adriatic waters according to Directive 2008/56/CE" was issued for comments and validation on early January 2013

In progress and future steps

- Integration of last contribution provided by B8
 - Possibly, further contribution filling the gaps in the initial assessment by 15.05.2013 (all)
 - Delivering of missing MSFD Tables by 30.04.2013 (B5 and B7)
 - Delivering of missing information on the status of MSFD implementation by 30.04.2013 (B4 and B5)
 - Suggestions and feedbacks on guidelines for the implementation of MSFD at the Adriatic scale by 15.05.2013 (all) – Draft guidelines were illustrated during the presentation
 - Advanced draft version (B1) of the final report by 10.06.2013, including guidelines and in case further specific requests of contributions to partners .

Draft Guidelines

Emiliano Ramieri illustrated draft guidelines for the implementation of the MSFD. Based on these proposals all partners are required to provide their suggestions and feedbacks by 15.05.2013. Proposed guidelines have been grouped in the following categories:

- Generalities;
- Initial assessment;
- Determination of Good Environmental Status and target definition
- Monitoring programs
- Program of measures
- Other elements

Proposed guidelines are described in the Emiliano Ramieri ppt presentation, that should be considered as part of the present minute.

Above proposed guidelines were discussed during the meeting. ARPA Puglia highlighted the following elements:

- the Italian Ministry of the Environment and ISPRA produced a conclusive report on GES definition and target identification. The guidelines should therefore mainly aim to compare and integrate experiences implemented by each countries, rather than develop new ones;

- A guideline should clearly define the coastline to be used as reference for the implementation of the MSFD; this is agreed to be the natural coastline;
- The Adriatic perspective shall also consider the open sea in the implementation of the MSFD directive.

Emiliano Ramieri highlighted the importance of capacity building and technical support to no EU-Members.

Act. 4.3 – MSP in the Adriatic: problem analysis and thematic mapping

Objective

Analyzing main MSP needs and priorities at basin scale, as revealed by the present uses of the Adriatic Sea and their foreseen or desired evolution in time. The action is strongly connected with the action of WP5 addressing the development of a GIS-Atlas of status and uses

Deliverable

Report on various scenarios based on different hypothesis of uses and evaluation mechanism, including maps of used at the Adriatic scale

Performed activities

- Definition of structures and contents of the final report: (1) Main MSP needs and priorities, (2) Main Adriatic uses and conflicts, (3) Future scenarios
- Elaboration of a questionnaire on MSP in Adriatic (1)
- Analysis of questionnaire's results (1); results were briefly illustrated at the meeting
- Identification of Adriatic Sea relevant uses (2), to be mapped as part of Action 5.2

In progress and future steps

- Elaboration of maps of Adriatic Sea uses, activity part of Action 5.2 currently in progress
- Elaboration of maps of conflicts (B1 based on Action 5.2 results): overlay of uses + questionnaire results
- Based on common data processing (e.g. maps of uses and related conflicts) descriptive scenarios will be developed
- B1 will draft descriptive storylines by September 2013, based on different assumptions, e.g. (i) focus on cross-border environmental protection, (ii) intense Blue Growth reached through cooperation and sound integration of economic sectors, (iii) relevant increase of a specific use (e.g. energy production or marine transportation), (iv) MSP implementation in a context of lack of cooperation. These assumptions were discussed during the meeting; no further proposals were provided.

- Draft storylines will be illustrated and discussed at the technical meeting to be held in Friuli Venezia Giulia (No later than early November 2013). Within Act. 4.3 activity, each partner will have to describe future relevant projects and expectation on marine uses that can support scenarios' definition.

Act. 4.4 – Pilot project on MSP

Objective

Elaborate pilot projects supporting MSP implementation and its integration with coastal planning

Deliverable

Report for each Pilot project (to be developed by each involved partner); overall Progress Report; overall Final report on results of pilot project

Performed activities

- Definition of the outline and contents of the progress and final report to be issued by each partner
- Elaboration of a comprehensive Progress report, illustrating: project objectives and activities, area of interest, progress of the pilot project, implication for MSP and ICZM, Adriatic added value

In progress and future steps

- Delivering of missing progress report (B3) by 30.04.2013
- Delivering of the overall Progress Report (B1) by 15.05.2013
- Advanced draft of final report of each pilot project by 31.08.2013 (all)
- Presentation of pilot projects' results at the next meeting (Rimini Coast Day) in September 2013 or at the next Shape technical meeting in Friuli Venezia Giulia Region (all)
- Report on results of pilot project (B1) by 31.12.2013

Pilot project on MSP

The following issues were highlighted during the presentation:

- Action 4.4 includes eight pilot projects representing different Adriatic areas
- The pilot projects provide wide geographic coverage, in particular in the Western area
- Some projects have directly related to MSP implementation and its integration with ICZM (Emilia Romagna, Puglia, Slovenia), while others deal with specific aspects, such as: monitoring (Molise, Abruzzo), bridging the gap between science and decision making (Veneto, Albania), economic perspective (Marche)
- Final report to be developed by each involved partner shall clearly highlight: (i) implication for MSP (ref. 10 principles), (ii) implication for ICZM (ref. 8

principles), (iii) implication for MFS, (iv) added values for the Adriatic, (v) innovative aspects

Act. 4.5 – Common MSP methodology

Objective

Develop a common methodology for MSP implementation in the Adriatic. The methodology will summarize the analysis and the results of Actions 1 to 4, producing guidelines for MSP planning in the Adriatic Sea

Deliverable

Scientific common methodology handbook on planning in maritime space (on closed sea)

In progress and future steps

The MSP methodology to be developed will be based on previous experience, i.e.: UNESCO guideline, BaltSeaPlan, Plan Bothnia, DG MARE study on Mediterranean and Adriatic Sea. The following next activities and deadlines were illustrated:

- B1 will define the index and structure of the common methodology, identifying specific partners contributions by 15.05.2013. A draft outline of the contents was presented during the meeting and agreed by Shape partners
- Involved partners will provide required contributions by 30.06.2013
- B1 will issue a draft documents for feedback by 15.09.2013
- Partners will provide comments by 15.10.2013
- B1 will issue final document version by 31.12.2013

Analysis of best practices

B1 already identified a first contribution that each partner has to provide within Action 4.5. In particular, partner shall provide examples of Adriatic best practices related to resolution of conflicts among uses in a MSP perspective by 30.06.2013. These will be included as boxes in the common methodology. A case sheet of about 1 page (plus pictures) is required, including : title, short description of the case, conflicts and synergies with uses, possible solutions (if any).

Each partner shall deliver 2-3 cases related its marine are of interest and/or the proposed thematic distribution: Friuli Venezia Giulia – waste water treatment plants; Veneto Region – large infrastructure (e.g. LNG marine regasification terminal); Emilia Romagna – sand extraction and beach nourishment; Marche – Oil and gas off-shore platform; Abruzzo and Molise – Fishery and mariculture; Puglia – Renewable energy production; Slovenia and Croatia – Port activities and marine transportation; Montenegro, Bosnia and Herzegovina, Albania – Natural protected areas and tourism.

PAP/RAC highlighted the following issues:

- UNEP-MAP is developing MSFD strategy for the Mediterranean; PAP/RAC will provide information about the on-going process;



- MSP methodology shall mention the PlanCoast experience, too, that provides guidelines for MSP and ICZM implementation in the Adriatic Sea;
- Croatia is preparing a national strategy for ICZM and MSP implementation; this can be seen as a best practice to be mentioned. PAP/RAC will draft the related case sheet.

WP 5 – WITHIN LAND AND SEA (Slavko Mezek, Slovenia)

Action 5.2 – 5.3

Presentation to the partners of the changes to the application form, which contains new breakdowns of responsibilities between B7 (WP leader) and LB (SGSS).

During two meetings among the WP leaders it was decided that LP could provide the design and creation of GIS Atlas, which will be physically located on the Ervet server, whereas the data acquisition is under the coordination of B7 for the east side and of LP for the west side.

Luisa Perini (LB) updated on the progress of activity for the Italian side. SGSS has already delivered a guideline for data collection and elaboration and one for metadata compilation. All Italian partners have already answered and some of them already started to transmit data.

We are respecting the project timing. Besides the Pescara meeting offered the opportunity to clarify some doubts.

Slavko Mezek (FB7) updated on the progress of the activities of data acquisition of the eastern side partners.

