



MEDSEATIES

INCLUSIVE GOVERNANCE OF SUSTAINABLE COASTAL METROPOLIS

3RD STEERING AND TECHNICAL COMMITTEE MEETING

APRIL 16TH & 17TH 2015

THESSALONIKI, GREECE



MINUTES

Prepared by AVITEM

With the contribution of TPM, UNDP and DLTM for the working groups

PARTICIPANTS

MEDSEATIES partners

- **AVITEM:** Vincent WALLAERT, Mathilde DIOUDONNAT, Carmela COTRONE (consultant in Campania region, Italy)
- **ASEZA:** Mazen RAYYAN, Walled ABDULLA, Hasan QUTAISHAT
- **Communauté Urbaine Al Fayhaa:** Dima HOMSI, Hassan GHAMRAWI
- **Ville de Marseille:** Maliza Said SOILHI, Loraine FALCONETTI
- **City of Thessaloniki:** Katerina DANADIADOU, Anna DIMOULI, Maria ZOURNA, Chrisostomos KALOGIROU, Thanos PAPOTIS, T. KOKOROTSIKOS, Lito VERRIOTOU, Georgios PAPASTERGIOS, Aleka ALEVRIDOU
- **TPM:** Guirec QUEFFEULOU, Isabelle BONNEFOY
- **MED SEA CLUSTER:** Manon PEDRONI, Colin RUEL
- **DLTM:** Mascha STROOBANT, Chiara LAZZONI
- **UNDP:** Alain CHATRY, Fady DENNO
- **University of Jordan:** Ahmad ABU HILLAL, Ryad MANASRAH, Tareq AL NAJJAR
- **Al Manar University:** Riad MADANI, Maya KASSIR, Abdallah ABDUL WAHAB

Absent partner

- **City of Genoa**

Next steps to be implemented:

- WP4: UNDP will send WP4 deliverables to partners to get their contributions and validate the deliverables at the next meeting.
- WP5: DLTM will send a table to be completed by partners to monitor the organization of the training within the LWGs.
- All the partners will continue the implementation of pilot projects and the organization of Local Working Groups.
- All the partners will send their inception pilot project report to AVITEM.
- WP leaders (WP2, 3, 4 and 5) will send their action plans for 2015.

DAY 1 – 16TH APRIL 2015

Opening session

Welcoming address

Mr. Ioannis Boutaris, Mayor of the Municipality of Thessaloniki, and Mr. Athanasios Pappas, Deputy Mayor of the Municipality of Thessaloniki, welcomed the participants.

Presentation of Thessaloniki's Strategy for Coastal Zone Management

Maria Zourna, Head of Directorate of Sustainable Mobility & Networks, presented the new waterfront rehabilitation of Thessaloniki, which took place in the 2000's.

Katerina Danadiadou, Head of Department of Urban Planning, presented the strategy for the management of the coastal area, including the different urban projects in the area near the sea.

To Chrisostomos Kalogirou, Coordinator of the Local Working Group of Thessaloniki, the MEDSEATIES project can allow the Municipality to:

- Activate an internal discussion within the municipality about urban planning and participation;
- Activate an external discussion with stakeholders of the city and collaborate with them to design a new sea front.

Then, partners asked a number of questions. Among the answers, Katerina Danadiadou underlined that the Municipality was implementing other urban strategies which are not on the sea front. Notably, the historic centre has a lot of projects, as well as in the rest of the city. Regarding transport issues, the Municipality does not have the competence to govern means of transport. Economics is a separate sector in the municipality, but one of the six strategic axes. They will try to involve all the stakeholders in the projects in the future.

According to Chrisostomos Kalogirou, there are two areas of investment in Thessaloniki:

- The port: privatization is a very hot issue. But the idea is to extend this area;
- The ex-industrial area in the Western side of the city, now abandoned. The idea is to build a new city centre.

The touristic sector is a very provocative issue for Thessaloniki. The City tries to attract tourists from alternative countries now. Whereas there is a traffic problem in the centre, the creation of a real green road along the coast is impossible for technical, economic and social issues (the government has already spent 30 million € on this).

WP 3: Capitalization with BLACK SEA EU program

Polykarpos Karkavitsas presented a BLACK SEA EU project on integrated coastal monitoring of environmental problems in Sea Region and the ways of their solution.

Session 1: Activities at Territorial Level: Progress of WP4 GOVERNANCE and WP5 CAPACITIES

General progress of MEDSEATIES project, by Mathilde Dioudonnat, AVITEM

Mathilde Dioudonnat presented a general state of the activities implemented so far: schedule, activities at project level (WP1, 2, 4 & 5), a reminder on the pilot project concept, the progress of pilot projects in territories, the issues at stake for this meeting.

Transnational deliverables: WP4 conclusions, by Fady Denno, UNDP

All the partners have now the complete deliverables. They can see the contributions of other partners and see what they need to update.

We need to think about a common structure to gather all the contributions, and simplify.

Partners discussed about the indicators. The challenge is to consolidate indicators, not create new ones, and also to analyse how they can be useful in LWGs to monitor the pilot projects.

Common methodology for WP5 implementation, by Mascha Stroobant, DLTM

The WP5 must be strongly articulated to the pilot projects: it supports and assists their implementation.

Pilot projects presentation

The partners of each urban area presented the progress of their activities (see PowerPoint presentations).

Genoa and region of Liguria, Italy – by Mascha Stroobant, DLTM

Genoa's pilotproject is progressing. The territorial video is almost ready.

City of Thessaloniki, Greece – by Thanos Papotis, Euroconsult

2 LWG have been organized, on 27 June 2014 and 13 March 2015. In May-July 2015, the 3rd LWG will be organized, and the 4th and 5th after the summer.

Capacity building activities relate to Greek legislation. Training has already been initiated in the 2nd LWG, and it will continue in the 3rd LWG. The Municipality has to be clear in the minutes that they dedicate time to training in those LWGs.

The Municipality of Thessaloniki is preparing the inception pilot project report.

Local stakeholders will sign a Memorandum of Agreement. Also, a Concession Agreement will be ready to be signed between the Municipality and the Greek State, which owns all the sea front areas in Greece. The Municipality will organize a national conference at the end of the project.

City of Marseille, France – by Maliza Said Soilhi

The initial pilot project of Catalan Beach has been abandoned for technical and political reasons.

Now the pilot project area is the Frioul islands abroad Marseilles. On that area, a management committee has been established involving inhabitants and all public stakeholders involved in the management of that area is part of the Calanques Natural Park.

Urban area of Toulon, France – by Guirec Queffeuilou

The pilot project aims at coordinating different services and stakeholders involved in 5 initiatives currently under way in the territory. The 1st LWG was organized in November 2014. There is no special need in capacity building, however other needs could be investigated in order to benefit from MEDSEATIES help.

Aqaba Economic Special Zone, Jordan Mazen RAYYAN and Walled ABDULLA

The 1st LWG was organized in February 2015. A very complete stakeholder analysis was made, which could be used as an example for other partners, if they wish.

Gandhor beach, where the pilot project is located, has the particularity of being a public beach, which is rare in Aqaba.

Urban Community of Tripoli, El Mina and Bedawi, Lebanon and North Lebanon region - Riad MADANI, Al Manar University

The initial pilot project foreseen has changed. Now, it includes two phases:

- In the time frame of MEDSEATIES, realization of an assessment and review of the coastal zone issue
- Elaboration of a report on specific actions needed to enhance governance of local coastal zones: the concept note will be presented in the new batch of calls for proposals ENI CBC expected early 2016, i.e. after MEDSEATIES end.

Session 2 - Brainstorming between partners: 3 working groups in parallel

WG 1: Involvement of stakeholders: the LWG and the pilot projects – Moderation UNDP

Discussion points:

- Involvement of stakeholders in the LWG and the pilot projects
- Legal systems
- Indicators

Participants:

Alain Chatry (UNDP), Fady Denno (UNDP), Carmela Cotrone (Expert AVITEM), Ahmad Abu Hilal (University of Jordan), Abdallah Abdelwahab (Manar University), Anna Dimouli (Thessaloniki municipality), Maria Zourna (Thessaloniki municipality), Guirec Queffeulou (TPM)

I. STAKEHOLDERS

Definition of Local Working Group:

The LWG members are any stakeholders who have a role in the implementation and others who are impacted negatively or positively by the implementation of the project.

LWG is comprised of stakeholders forming two local thematic working -groups a) socio-economic; b) environment. Noting that the two thematic groups should include members that will cover governance aspects.

How to involve the stakeholders in the pilot project?

Stakeholders, according to criteria set by the TMC, can be divided into Primary and Secondary stakeholders; the selection criteria will be defined by the local TMC in each territory.

Primary stakeholders: are the representatives of the official institutions who in the end will decide on the implementation of the project (will give the last word).

Secondary stakeholders: are people involved, want to raise their voice, give recommendations...

Stakeholder's involvement process: Primary and secondary and primary if needed. Both the scientific and local communities should be involved in all the process of the pilot project from the preparation to the implementation to the monitoring and evaluation.

II. LEGAL DELIVERABLES

In order to enable partners to use the legal deliverables as a solid tool for the pilot project and the territories, it was suggested to limit the partners legal desk review only to legislations directly related to the Integrated Coastal Zone Management.

This will enable the WP4 leader to inquire about what the local authorities have done to solve their ICZM constraints so the information can be disseminated between partners.

III. INDICATORS DELIVERABLES

It was agreed to include an additional column that will show in which territories the set of indicators can be used.

WG 2: Experience sharing and know-how transfer (WP5): CAPACITIES sessions of the LWG – Moderation DLTM

Based on the Local Working Groups (LWGs) created within MEDSEATIES GOVERNANCE WP4, 2 dedicated sessions will be organised in each territory, where members of each LWG will share experiences and transfer know-how on the following regulatory and scientific topics:

- existing mechanisms for sustainable networking of institutions, sectorial legislations and planning;
- opportunities associated to economic, financial and fiscal instruments: clusterization of maritime businesses, management of public and private lands, use of the property, etc.;
- technical concepts related to ICZM: specific environmental risks and issues challenging coastal cities sustainable development (including climate change), sustainable scientific and technical assistance of the international network and cross-border cooperation.

The 2 dedicated sessions of the LWGs will occur in **March 2015** and **July 2015** and may be organised together with the LWGs meetings foreseen in the MEDSEATIES GOVERNANCE WP4.

It should be pointed out that Work Package Leaders suggested during the Genoa transnational meeting territorial partners to identify and implement territorial Pilot Projects. In fact during the first weeks of implementation of the MEDSEATIES project, some partners raised concerns about the need to have a more “operational” outcome of the project on their territory.

Such suggestion implied to reconsider activities provisioned within Work Packages (and more particularly WP 4 and 5) and possibly the budget dedicated to the implementation of the related activities. **Pilot Project implementation has been therefore recommended but not mandatory.** Nevertheless all partners agreed in following such a strategy.

A document aimed at providing partners detailed guidelines for the selection, implementation and monitoring of Local Working Group and particularly Pilot Projects has been shared amongst all partners during December 2014. *Therefore, some tasks in activity 5.1 (and in general in WP5) will be slightly modified since they will fit also with partners needs concerning implementation of Pilot Projects (please see Tab. 0)*

City	Pilot Project	Scale/level	Need for capacity building	Need for partner support
Aqaba	Participatory Planning for the Ghandor Beach in the Northern Coastline of Aqaba	National	Yes	<i>To be specified</i>
Tripoli	Setting up of natural resources monitoring system (<i>to be confirmed</i>)	Urban	<i>To be specified</i>	Toulon expertise on the environmental dashboard
Thessaloniki	Management of the Thessaloniki Waterfront Area by the Thessaloniki Municipality.	Urban	Yes	Yes
Genoa	Social inclusion through seafaring and environmental activities along the area "fascia di rispetto" (buffer zone) in Genoa – Prà.	Local	Yes	<i>To be specified</i>
Toulon	Establishment of a coordination tool for protected areas managers.	Urban (multisite approach)	<i>To be specified</i>	<i>To be specified</i>
Marseille	Management committee for the Frioul Islands.	Local	<i>To be specified</i>	<i>To be specified</i>

Table 0. List of Pilot projects.

During the Thessaloniki Transnational meeting, Partners discussed about their needs concerning Training sessions for LWGs (Tab. 1). Municipality of Thessaloniki agreed and suggested that a technical Training session would be useful for their purposes, other partners have agreed that at least one introductory seminars on general concepts of ICZM should be organized (i.e. Genoa and ASEZA).



Needed Competence for LWGs									
Kind of Expert a) External expert b) Other Partner c) Other Project (e.g. ADRIPLAN) Partners	Country of moving 'expert'	Kind of expertise (SUBJECT/NEED): a) territorial management b) EU laws and regulations c) other	Kind of training session: a) lesson seminar b) seminar c) coaching on specific case	Kind of meeting: a) Face to Face b) One to Many c) Technology 'Assisted'	Deliverables (needed/useful)?	When?	LWGs till now	Hints	
AViTeM (Lead partner)	Municipality of Marseille	Which training session? For the moment it seems that Marseille didn't plan anything.	Seminar on the "Contract de baie" with private companies (it wasn't a training session for LWGs but all partners and stakeholder assisted to this seminar). It can be considered as a informative training session and could be re-organized for civil society, maybe during Awareness Campaign.						
City of Marseille									
Pole Mer Méditerranée - Toulon Var Technologies	Toulon Provence Méditerranée		Baie contract with private companies (not LWGs). Toulon has implemented process (1° LWg) 40 participants. No	Already one meeting done, and with huge participation			1		

Toulon Provence Méditerranée					building capacities needed.					
City of Thessaloniki	Municipal ity of Thessalon iki	Partners from each country that do training session (1 technical expert + 1 governance expert) --> Minossum project	Partners from each country that do training session (1 technical expert + 1 governance expert) --> Minossum project	Training session on National and Local legislation. Lawyers/Architects/t erritorial planners that could talk about environmental technical services.	Coaching on specific case with all interested stakeholders.	Kind of meeeting must still be decided (Preferrable face to face).	Deliverables are useful for MEDSEATIES partners. Thessaloniki needs .pptx on rules and regulamentations Training sessions could be interactive by involving stakeholders in building a logical framework that can help them in understanding such complicate theme (e.g. Post-its and flow chart).	1) June 2015 2) Septem ber 2015 3) Decemb er 2015	2 of 5	Problems: Thessaloniki had technical problems in organizing such LWGs (crowdy meetings that need to be correctly organised, in order to give everibody an occasion to talk). It is necessary to give a clear agenda since the beginning.
City of Genova	Municipal ity of Genova			Training sessions on general arguments of ICZM (ICZM 'for newbies').				1) 29 April 2015 2) Septem ber 2015	0 of 2	Scribing conference for LWGs.
Distretto Ligure delle Tecnologie Marine (DLTM)										
Aqaba Special Economic Zone Authority (ASEZA)	ASEZA			Training sessions on general arguments of ICZM (ICZM 'for newbies').	Training session: experts procedure and methodology to attract groups step by step. Brainstorming the ideas. Assess quality of stakeholders. Training sessions must be not boring. It	Training session not for only one argument It must be on all ICZM topics. 1 Full day.	Indicators are very USEFUL.	1) May 2015 2) Third LWG (?)	1 of 3	Keeping contacts is simportant. Once a week, actions must be done for keeping contacts with stakeholders. Phone

The University of Jordan- Aqaba Branch (UJ-Aqaba), Faculty of Marine Sciences					is necessary to talk to stakeholders with their language.					calls before meeting - it can be done personally (1 call+ 1 visit office+discuss since the beginning). Training session must have at least a good powerpoint and conversation. Direct meeting.
Al Fayhaa Urban Community	Al Fayhaa Urban Community									0 of 2
United Nations Development Program (UNDP)										
Al-Manar University of Tripoli, Faculty of Public Health, Department of Environmental and Occupational Health										

Table 1: Needed Competence for LWGs



WG 3: Sustainability of pilot projects: what’s next after MEDSEATIES?

Participants: Vincent Wallaert (AViTeM), Tarek AL NAJJAR (University of Jordan), Mazen Rayyan (Aqaba), Isabelle Bonnefoy (Toulon), Dima Homsy (Tripoli), Maya Kassir (University Al Manar), Manon Pedroni (Sea Cluster), Anna Dimouli (Thessaloniki)

I. Key points underlined to ensure the sustainability of pilot projects

<p>1) A relevant governance</p>	<p><u>a) Need of cooperation between stakeholders.</u></p> <p>For example, in Tripoli, acting on the corniche requires the authorization of the ministry of public transports, to which it belongs, and of the ministry of environment, because it is a protected area. Since it is not only a local issue, coordination is needed with national actors.</p> <p>The signature of a MOU (memorandum of understanding) is considered an interesting idea, although it is not binding.</p> <hr/> <p><u>b) Need of strong support by the different authorities.</u></p> <p>Pilot projects won’t succeed and continue after the end of MEDSEATIES, unless they are supported by decision makers, including national authorities.</p> <p>For example, the success of the bay contract of Toulon can be explained especially by the strong support of all the local authorities involved.</p> <hr/> <p><u>c) Importance of the final meeting in Aqaba.</u></p> <p>The final meeting in Aqaba is a key moment, which must allow us to act as partners, and to bet on the importance of networking. Decision makers of different countries will attend the meeting, which is an occasion that should not be missed.</p>
<p>2) A financial issue</p>	<p>A few partners underline a new context, marked by less public funding, due in particular to the economic crisis. The ability to mobilize funds will therefore be an essential part of the success of pilot projects.</p>

II. What's next after MEDSEATIES? Do we need a future transnational project?

Nearly all the partners express their wish to participate in a future transnational project, in line with MEDSEATIES ("MEDSEATIES 2"), for 3 main reasons.	1) They need more time, and consider it is a pity that MEDSEATIES shall stop at the end of the year.
	2) They wish to implement more concretely the pilot project.
	3) They think a further project could allow them to study more specific and precise subjects.

**Presentation of a port based project dedicated to subsea activities in PACA,–
Colin Ruel and Manon Pedroni, Pôle Mer Méditerranée**

DAY 2 – 17TH APRIL 2014

In itinere evaluation: MEDSEATIES mid-term evaluation report – Carmela Cotrone

This evaluation is based on the information provided by all the partners through a questionnaire. Carmela Cotrone underlines that we will be able to mobilize public institutions if we manage to raise their interest for the LWG.

According to Vincent Wallaert, it provides an analysis which could notably be used for the deliverables of the WP4.

WP2 Communication

Update on communication activities, presentation of the guidelines for territorial videos – Loraine Falconetti

Website:

Partners should send regularly information on their pilot projects and LWGs to Loraine Falconetti to be published on the website.

Partners' access to the private area is at the bottom of the web page. Username: MedseatiesAccess; Password: MedseatiesPartners

Territorial videos:

Initially to be performed by the WP Communication coordinator, the Municipality of Marseille would like territorial partners to perform their own video in each territory, by transferring the budget dedicated to the videos to them. Then, the video should not cost more than 3500 €. This money transferred can be used for human resources (not necessary on external expertise). Loraine Falconetti presented common guidelines to select the providers who will make the videos in each territory.

Partners discussed intensively the issue of the territorial videos, and in particular their cost: to Mazen Rayyan (Aqaba), the budget of 3500 € is not enough. Isabelle Bonnefoy (Toulon) underlines that we can manage to have a MEDSEATIES video with a limited amount of money. We could thus use previous videos and this money to add translation and relevant text for MEDSEATIES. Thanos Papotis (Thessaloniki) adds that if you specify in your specifications that the maximum amount is 3500 €, the provider will adapt his offer to this available amount. Loraine Falconetti will send examples of videos already

made which cost less than 3500 €. To Greek partners, the budget modification should be approved quickly to launch the video process. LWGs could be a focus of the videos.

As a conclusion, Vincent Wallaert specifies that partners are free to do the video as they want as long as it respects the 3500 € maximum amount. Also, guidelines are advice, but partners are free to adapt them to their own territories.

Administrative and financial management by Vincent Wallaert, AViTeM

1 - Activity performed

The activities performed include

- Financial monitoring reports 3 & 4
- Request for preparing Intermediary Report 1
- Budget modifications

Financial monitoring

The financial monitoring is implemented every 3 months to have a smooth follow-up of the level of expenditures of the partnership.

Financial monitoring reports 1 to 4 shows an insufficient collective level of expenditures. Indeed, the partnership needs to reach 70% of first prepayment to request for second prepayment.

AViTeM estimates that the 70% threshold should be reached during January 2015. Thus, a request for preparing Intermediary Report 1 has been sent to JTS-JMA.

The intermediary report

Intermediary Report is a prerequisite to claim Prepayment 2. It includes a financial and a narrative part. In that framework, the partnership will need to justify a level of expenditures exceeding 70% of Prepayment 2.

The first MEDSEATIES intermediary report will cover the following period: **31st December 2013 to 31st January 2015**

Budget modifications

A minor budget modification is a budget modification that stays under 15% of transfer between partners and/or budget section. In that framework, the program asks for a « simple » information procedure.

3 budgetary minor modifications have been implemented so far:

- Budget shift 1 (completed)

- Request to use the contingency reserve (finalized; approval soon expected)
- Budget shift 2 (under finalization)

2 - Activity to be performed

The activities to be performed include :

- Preparation of Intermediary Report 1
- Additional budget modification request (for Pilot Projects) under finalization
- Procurement procedures to be launched for Pilot Projects
- Financial monitoring Report 5 and 6

Preparation of Intermediary Report 1

The preparation of the intermediary report will involve a complex process involving partners, external auditors, AViTeM and JTS-JMA

- Partners prepare narrative and financial baseline documents
- External auditor verify expenditures as reported by partners
- AViTeM:
 - implements a quality insurance on narrative and financial reports prepared by partners and auditors
 - Prepare and sent to MA-JTS the IR consolidating documents validated by auditors
 - JTS-JMA controls and approved the IR

Once IR package sent by JTS-JMA, MEDSEATIES partners will have **45 days** to:

- Package documents prepared by partners and sent to AViTeM
- Documents verified by external auditors
- Consolidated IR prepared and sent to JTS-JMA by AViTeM
- Back and forth JTS-AViTeM-partners
- Approval of IR by JMA-JTS
- Transfer of Prepayment **45 days** after

The IR package documentations include the following elements :

- Narrative Report
- List of expenditures
- Financial Report
- List of contracts above 10,000€
- Expenditures verification report

Budget modification 2

New budget version has been finalized by AViTeM. It will be sent to JMA-JTS once received approval on contingency reserve. The perspective is the preparation of the final report end 2015

Procurement procedure

To be foreseen for implementing:

- Pilot Project activities
- WP4 activities (communication, awareness raising)
- In any case, procurement procedure should follow EU procurement rules as described in the:
 - Practical guide for contract within EU external action (PRAG)
 - Annex IV of the Grant Contract
 - Useful reminder of the binding EU rules
 - See rules for Service contracts (section 4.2)
 - Service contracts worth less than € 200 000 must be awarded by means of a negotiated procedure without publication, in which the Beneficiary consults at least three service providers of its choice and negotiates the terms of the contract with one or more of them.
 - For services of a value of € 10 000 or less, the Beneficiary may place orders on the basis of a single tender.

Conclusions and next steps

WP4: UNDP will send WP4 deliverables to partners to get their contributions and validate the deliverables at the next meeting.

WP5: DLTM will send a table to be completed by partners to monitor the organization of the training within the LWGs.

WP leaders (WP2, 3, 4 and 5) will send their action plans for 2015.

Partners discussed about the location and date of the next meeting. Partners agree that the date proposed by Dr. Aiman from ASEZA for the final conference (end of September) is too early. A good option would be to have the meeting in Lebanon in September and the final conference in Aqaba at the end of November. However, if Aqaba has a problem to change the date of September, Dima Homsy (Tripoli) proposes to make the meeting in Aqaba in September and the final conference in Lebanon at the end of the project.

As the location of the meeting in Lebanon can pose security issues to some partners, at the request of Vincent Wallaert, Lebanese partners agree to take the lead on the agenda and the location of the meeting, taking into account partners' considerations on location (sensitivity and authorization).