



Project MedStrategy

*Integrated strategy for sustainable development of
mediterranean rural areas*

Reference number: 2G-MED09-282

Second transnational meeting

15th - 16th December 2010

Pembroke – Malta

Minutes of the meeting



HELLENIC REPUBLIC
REGION OF CRETE
PREFECTURE OF HERAKLION
MUNICIPALITY "N. KAZANTZAKIS"





Wednesday, 15th December

Participants

PP1 "Tindari – Nebrodi" Public Services Intermunicipal Consortium (Italy)	Carlo SIMONETTI Stefania ZANNA Claudia RUBINO
PP3 Municipality of N. Kazantzakis (Greece)	Aikaterini GIALITAKI Charicleia PARASKEVA
PP4 CRES - Centre for Renewable Energy Sources and Saving (Greece)	Eirini KARAKATSANI
PP5 Province of Teruel (Spain)	Esther GARCIA SORIANO Luis MUNOZ Juan Antonio LICER
PP6 Pembroke Local Council (Malta)	Joseph ZAMMIT Alfred MAZZITELLI Joe BRINCAT Lawrence ATTARD Evelyn VELLA BRINCAT
PP7 Foundation for the Social Development (Spain)	Sara FERNANDEZ ESCUER Pilar TORNOS ALONSO
Experts Board Members	Massimo ATTANASIO Gema QUILEZ ENCIISO

PP2 - ANCI (Italy) could not attend the meeting because of internal political problems which has to be solved in order to definitively decide who was going to participate to the project. Unfortunately it was not possible to solve the above mentioned projects in due time and nobody was able to participate to the meeting.

Press conference

In the framework of the project meeting a press conference for the presentation of the project and of the partners was held in Pembroke on Wednesday morning. Beyond of national press media, representatives of Pembroke municipality and Maltese national government attended the press conference.

Welcoming of the partners by the Honorable Doctor Stefan Buontempo member of Parliament for the opposition, Shadow Minister of Local Government (Spokesman for local government in Malta).

After the presentation of the Maltese government, Mr. Simonetti and other partners briefly introduced themselves for the press, explaining project objectivities, local and transnational activities, objectives and future deliverables. Interviews were singularly done by national tv channels.



After the end of the press conference the project meeting started.

C2 – Management

Presentation of the MedStrategy current working plan and components deadlines

Mr. Simonetti gave to the partners an overview of the management situation and the main steps and the components/phases of the project foreseen by the working plan.

Members of Steering Committee, Experts Board and First Level Controllers were presented, where already nominated. Pembroke City Council still have to nominate the member of the expert board, while Province of Teruel will have the official name of the First Level Controller in next January. FDS has a first level controller contractualised. Municipality of N. Kazantzakis has still some problems which does not let definitely nominate the first level controller (in Greece there is a centralised system: they identified the person in charge and it should take short time to determine the final name) and also the expert (even if CRES cooperated with Municipality of N. Kazantzakis in order to identify an expert): the administration is actually unable to do any contract: in order to solve the problem, they officially asked to the LP to prepare a signed document in order to have more strength.

Mrs. Zanna gave to the partners a short summary of the administrative and financial problems met until now. In particular, she underlined partners' delay in using Presage system for the first progress report and invited the partnership to use this tool in a more constant and continuous way.

C1 – Communication

(see attached presentation)

Mr. Licer, on behalf of Province of Teruel which is in charge of C1-Ph2, presented the main issues regarding the contents of the above mentioned phase. He presented the following issues:

- Project logo
- Website and Intranet communication system
- Graphical Coordinated Image

Partners discussed on the above mentioned issues. The logo was chosen as a combination between the 7th and the 1st proposal. Mr. Licer will propose four possible combinations in the next days and the partners will have to chance to vote to the one they prefer and then approve the final one.

The homepage of the website was also presented and it was decided some changes have to be made. Mrs. Zanna underlined how the rules of the EU about communication (e.g. mentioning "project funded by EU, MED Programme", logo of



the MED Programme, logo of EU, etc.) must be followed: she provided Province of Teruel with the due regulations to be followed. Some other remarks were done on the menus included in the proposed main page: in particular Mrs. Karakatsani asked about the difference between project deliverables and project documents. It was decided that the menu "project deliverables" will include all the project products, while the menu "project documents" will be substituted by a menu including newspaper and magazine articles, scientific publications, etc.

Further discussion concerned the target group to whom the website has to be addressed. The discussion mainly concerned the opportunity that the information on the website should not exclusively regard the project activities but also a part including regional news and a more "scientific" section with articles, publications, bibliography about the themes of the project. The partnership decided to include:

- an additional menu with the expert board,
- an additional part with regional information where each local coordinator will be able to include news and events at a regional level,
- a menu where the expert board could include download of documents, articles, interesting links, etc. as mentioned above.

The part with FAQs will be deleted.

As regards the intranet system it was decided to structure it according to the structure of the project: there must be a clear division among components, phases and tasks and, on another level, among partner responsible and other partners participating to the phase. The access must be thought by component and by partner.

Concerning other communication products, it was agreed that project brochures will be prepared and send to partners by Province of Teruel, within the end of January 2011.

C3 - Territories and institutions: diagnosis and ex-ante evaluation. Ph1 Integrated territorial analysis

(see attached presentation)

Mr. Simonetti and Mrs. Rubino, with the contribution of Mr. Attanasio, presented the guidelines for the implementation of the integrated territorial analysis in C3. The guidelines were already sent to partners some week ago and the agenda and deadlines foreseen by the project were presented.

According to the original working plan, the analyses should be ready for the end of February 2011 but this will surely be impossible, as the project started with a certain delay due to administrative problems of some partners.

LP underlined how, at the moment, the estimated delay is of 3-4 months: nevertheless LP thinks that it is possible to recover the lost time, before thinking to an official request to the MA.



As regards the phase contents, presentation regarded the following issues:

- Methodology for territorial analysis
- Methodology for defining the set of indicators
- Indicators proposed for realising the integrated territorial analysis
- Structure and contents of the framework document:
 - introductory section title "Characterization of the economic and territorial context"
 - six thematic sections (the same of the groups of indicators), each one divided into two chapters: an introduction and the description of the indicators themselves
- Fact sheet proposed for the description of the indicators
- Selection of indicators (DPSIR Model)
- Data collection
- Communicating the information
- Organization of the data collected through the use of GIS applications in order to make information immediately available for the Local Administrations

Main concepts underlined during the presentation:

- The territorial extension is connected to two aspects: the availability of data for constructing the indicators and for doing the territorial analysis and the level for the participation process afterwards.
- The set of indicators proposed in the framework document which was already sent can be enriched or some further indicators, according to local interests. However a common set of indicators (the basic ones) should be agreed in order to make the comparison among the regions possible.

Discussion among partners regarded the extension of the territory:

- **Italy** already decided for the municipalities area connected to the Consortium Tindari Nebrodi, Spain for a group the 10 municipalities.
- The Province in **Spain** is formed by 10 *Comarcas* and each *Comarca* is constituted by a certain number of Municipalities. The first idea was to choose one Municipality for each *Comarca* and work with this "transversal" group of Municipalities. After discussion with LP, the final decision is that Spain will do the territorial analysis with regard to the entire Province while the following process (the strategic one) will regard one of the 10 *Comarcas* to be chosen later on.
- In **Greece** the three municipality of the Heraklion Prefecture will be included.
- Finally, **Malta** has still to define the area.

As concerns the indicators some questions arose with regard to the target to which the analyses have to compare the obtained indicators. It was explained that, generally speaking, each indicator should be compared with the one set by the EU common rules (e.g. Aalborg Commitments or other) but it is also important to see, where possible, the trend in time of the chosen indicators.



Moreover some doubts regarding some indicators of the prior list have been clarified.

For time reasons, the presentation and discussion about the analysis of the institutional framework was postponed to the second meeting day.

Thursday, 16th December

Participants

PP1 "Tindari – Nebrodi" Public Services Intermunicipal Consortium (Italy)	Carlo SIMONETTI Stefania ZANNA Claudia RUBINO
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PP7 Foundation for the Social Development (Spain)	Sara FERNANDEZ ESCUER Pilar TORNOS ALONSO
Expert Board	Massimo ATTANASIO Gema QUILEZ ENCIISO

C3 - Territories and institutions: diagnosis and ex-ante evaluation. Analysis of institutional framework

(see attached presentation)

Mr. Attard presented a first hypothesis of the methodology to be applied for this phase. The suggestion, among the different approaches included in the scientific bibliography is a methodology based on the Institutional Analysis and Development (IAD) Framework developed by Elinor Ostrom. If we consider that MedStrategy project regards the governance of rural areas, this methodology can be seen as multidimensional (Marsden and Murdoch, 1998). The IAD framework considers also how to evaluate efficiency and effectiveness of institutional actions. Other scientific bibliography exist: it can be considered as possible alternative to the proposed one.



Mr. Attard will send a more complete presentation about the possible different methodology in the next days.

Discussion among partners mainly regarded the interdependence among the different administrative levels which, everybody agreed, is one of the most difficult aspects to be analysed. First of all, it will be therefore necessary to distinguish between centralised systems, decentralised systems and mixed systems.

C4 – Participation component: Strategic Common Vision

(see attached presentation)

Mr. Simonetti and Mr. Attanasio, on behalf of ANCI, presented the first draft lines to be followed for the establishment of the local participation processes. The presentation regarded:

- the definition of participation and its objectives,
- the identification and involvement of public and private stakeholders,
- the creation and management of the public forums through the working groups,
- the success factors to be taken into consideration in the realisation of the forums,
- local actors to be involved,
- proposals on rules and procedures for an efficient implementation of the Forums' activities.

Partners discussed on the above mentioned issues. Conclusions and deadlines are reported at the end of the document.

C2 – Management: Administrative and financial management of the project

(see attached presentation)

Mrs. Zanna presented the main issues regarding the financial situation of the project, Procedures to be applied to change the budget for each partner for cost categories and guidelines for the implementation of the monitoring and evaluation of the project. Presentation regarded the following issues:

- Monitoring and evaluation report structure
- Analysis of the project outcomes
- Indicators of the progress on deliverables achieved
- Progress on program indicators

According to the report structure, it was agreed that LP will take care of reporting while partners, according to the deadlines written above, will regularly send the value calculated for the set of indicators to the LP itself.



Finally, partnership agreed on a revision of the project calendar (see new working plan in attachment) and on date for the 3rd Transnational meeting.

Next transnational meeting will be held in Heraklion (partner in charge for the organisation is Municipality of N. Kazantzakis) on **Monday 27th and Tuesday 28th of June 2011**. The arrival of the partners in Crete is foreseen for Sunday 26th of June.

Steering Committee

Participants

PP1 "Tindari – Nebrodi" Public Services Intermunicipal Consortium (Italy)	Stefania ZANNA
PP3 Municipality of N. Kazantzakis (Greece)	Aikaterini GIALITAKI
PP4 CRES - Centre for Renewable Energy Sources and Saving (Greece)	Eirini KARAKATSANI
PP5 Province of Teruel (Spain)	Esther GARCIA SORIANO
PP6 Pembroke Local Council (Malta)	Lawrence ATTARD
PP7 Foundation for the Social Development (Spain)	Pilar TORNOS ALONSO

The Steering Committee met at the end of the transnational meeting.

Its resolution were:

- Approval of the time schedule proposed by partners (see attachment)
- Approval of general modalities of phases implementation (see attachment)
- Approval of the minutes of the meeting

Expert Board

Participants

PP1 "Tindari – Nebrodi" Public Services Intermunicipal Consortium (Italy)	Carlo SIMONETTI
Expert Board Members	Massimo ATTANASIO Gema QUILEZ ENCIISO

Expert Board met at the end of the meeting. The discussion among the members present in Pembroke, mainly regarded:

- Analysis of territorial analysis guidelines and results



- Analysis of institutional framework guidelines
- Exam and discussion on Component 4

The results of the above mentioned discussion were then presented to the partnership.

In particular, Mr. Attanasio and Mrs. Quilez, representatives of the expert board, discussed about the difficulties to measure some aspects regarding the territory and presented to the partnership some aspects to think of:

- first of all the concept of sustainable development in the EU documents which is really wide, then
- how to measure exploitation? The exploitation brings to two possible developments possibilities or opportunities. The EB thinks is really important to stress the opportunity
- Which are the problems to construct the indicators?
- How to structure and develop the part of the project regarding the collection of the case studies, with special concern to differences that surely will come among the territories
- Another aspect to be analysed in depth will be the comparative analysis, i.e. benchmarking, in order to obtain what? A ranking? A grid? Something else?



Conclusions and deadlines

C1 – Communication

Phase 2 – Communication campaign

Timetable

Date	Activity	Partner in charge
31/12/2010	Final project logo sent to partners	P5
15/01/2011	Partners send 10 lines description of their organisation and 5 lines about each person working in the project to P5	All PPs
31/01/2011	Final website homepage sent to PPs	P5
08/02/2011	Comments / remarks on Website pages sent to PP5	All PPs
15/02/2011	Final version of webpage online	P5
31/01/2011	First draft of project presentation leaflet in English sent to partners	P5

Phase 3 – Conferences, workshops and training

Timetable

Date	Activity	Partner in charge
30/06/2011	Short guidelines describing how to settle training courses and awareness raising seminars sent to partners	P1
31/07/2011	Realisation of one training course for local authorities and experts in the four regions	All Partners
31/07/2011	Realisation of one awareness raising seminar for institutional level staff, leaders and actors in the four regions	All Partners

C2 – Management component

Phase 1 - Administrative and financial management of the project

Timetable

Date	Activity	Partner in charge
28/02/2011	End of the second 6-months period for reporting to the MA	
31/03/2011	Partners complete administrative part costs and description of activities in Presage system	All Partners
15/04/2011	Resolution of validation problems or other	P1
30/04/2011	Second progress report sent to the MA of MED Programme	P1



Phase 3 – Monitoring and evaluation

Timetable

Date	Activity	Partner in charge
31/12/2010	First monitoring and Evaluation Report	P1
10/06/2011	Partners send their report and indicators regarding the period 1st December 2010 – 31st May 2011	All Partners
30/06/2011	Second Monitoring and Evaluation Report	P1

Next meeting

The next project meeting will be held at Heraklion (Greece) on 27th-28th June 2011

C3 - Territories and institutions: diagnosis and evaluation

Phase 1 – Integrated territorial analysis

Timetable

Date	Activity	Partner in charge
30/04/2010	End of the data gathering and analysis	All Partners
15/05/2011	Deliver of the framework documents to the Lead Partner and Steering Committee	All Partners
31/05/2011	Comments / remarks on the framework documents sent to Partners	SC
27/06/2011	Presentation of the integrated territorial analysis results during the Third Transnational Meeting of the project	All Partners

Phase 2 – Analysis of institutional framework

Timetable

Date	Activity	Partner in charge
15/01/2011	Final version of guidelines sent to LP and PPs and approval by the Steering Committee	P6 and SC
15/05/2011	Deliver of the institutional framework reports to the Lead Partner and Steering Committee	All Partners
31/05/2011	Comments / remarks on the institutional framework reports sent to Partners	SC
27/06/2011	Presentation of the institutional framework analysis results during the Third Transnational Meeting of the project	All Partners



Acronyms

LP or P1	Lead Partner
PPs or Ps	Project partners
APs	Associated partners
EB	Experts Board
SC	Steering Committee
FLCAs	First Level Control Auditors
JTS	Joint Technical Secretary of MED Programme
MA	Management Authority of MED Programme
RoP	Responsible of the phase