

# **PORT-NET**

## ***Steering Committee (SC) Meeting 01 Hamburg, 31.03.2005***

### **Protocol**

<b>Participants:</b>	<ul style="list-style-type: none"><li>- Dr. Matthias Ross, Free and Hanseatic City of Hamburg, Hamburg Port Authority, HPA (Partner 01 = Lead Partner, LP)</li><li>- Ms Angela Rollando, GAL Appennino Genovese (Partner 11)</li><li>- Mr Maurizio Campanai, Region of Emilia-Romagna (Partner 12)</li><li>- Mr Krzysztof Pilarski, Authority of Szczecin and S. Seaports (Partner 18)</li><li>- Mr Richard Morton, Tendring Council / HGW (Partner 20)</li><li>- Mr Hans-Ulrich Wolff, Hamburg (Project Management Team, PMT)</li></ul>
09:00-09:15 hours:	Official Welcome by SD Manfred Reuter (head of HPA) and introduction of participants
09:15-12:15 hours:	PORT-NET, Concept and Implementation (following Project application and Partnership Agreement): <ul style="list-style-type: none"><li>- Financial Structure (Dr. Ross)</li><li>- Work Programme (Mr Wolff)</li><li>- Partner contributions and discussions</li></ul>
12:15-13:15 hours:	Lunch Break
13:15-15:15 hours:	Workshop (WS)/Best Practice Tours (BP) and Studies II/2005 – I/2006 (pre-planning), Evaluation and Reporting needs, Working Groups (WG) composition etc.
15:15 hours:	End of SC01 meeting

### **Major results:**

- 1) The meeting took place in a spirit of friendship and has been guided by the professional will to make PORT-NET a “masterpiece” of EU interregional networking.
- 2) The Cooperation Agreement (CA) and Project Manual (PM) shall, while being revised in details, become separate documents in order to gain more flexibility for the operation.
- 3) GAL Appennino Genovese (Partner 11) would like to cover certain parts of its staff cost by external expertise. Since this would have influence on the budget structure, the LP/PMT will, after having received from Partner 11 the exact financial cash contribution, initiate the necessary steps to make this change, after consultation of the Interreg North Joint Technical Secretariat (JTS), operational.
- 4) The LP/PMT will also check with JTS the modalities how partners can nominate also participants from “directly linked organisations in their regions” to participate on partners budget expenses.
- 5) The “General costs”; applicable for all partners (for “common transnational activities”) shall be quantified in the CA.
- 6) The **Opening Conference** (WS 02-, incl. General Assembly, GA01) shall take place from **07. to 10. June 2005 at Hamburg**.
- 7) The implementation of WS 02-2 and 03-10 shall be bi-laterally agreed between the partners from Hamburg and Antwerp. Tending Council/HGW will organise WS 03-7 in September 2005, GAL Appennino Genovese intends to implement WS 04-15 in October 2005 and the Region of Emilia-Romagna (RER) would like to implement the WS 03-11 already in IV/2005. All Partners will inform the PMT as soon as possible on the date finally foreseen. BP 03-2 could eventually being shifted to I/2006, depending on the a.-m. RER time proposal and the exact timing of WS 04-16 to be agreed between PMT and Wismar (Partner 03).
- 8) The proposed composition of WG (meetings during WS occasions), can be found in enclosure A and has to be confirmed by the partners respectively at GA01.
- 9) The project reporting of partners to LP/PMT should make use of the Interreg IIIC standard forms and respect the time requirements for the LP/PMT to meet the dates set by the JTS (details will be laid out in the CA). The WS/BP shall be self-evaluated by standard forms (see enclosure B).
- 10) The PORT-NET web-site (domain reserved: [www.port-net.net](http://www.port-net.net)) should contain an information/discussion forum for the WGs.