

<b>Title</b>	<b>MINUTES OF THE KICK OFF MEETING</b>
<b>Date/Time:</b>	<b>14th FEBRUARY 2018 - TIME 02:00 PM</b>
<b>Place:</b>	<i>Central Adriatic Ports Authority – Molo S. Maria – Ancona - Italy</i>
<b>Subjects:</b>	<ul style="list-style-type: none"> <li>- Welcome</li> <li>- Project presentation;</li> <li>- Introduction of all Partners;</li> <li>- Steering Committee nomination;</li> <li>- WP T1 “Adriatic-Ionian intermodal and logistic transport Network”</li> <li>- WP T2 “Preparation of investments for the strategy implementation”;</li> <li>- WP C “Communication”;</li> <li>- WP M “Financial and management auditing”;</li> <li>- Questions &amp; Answers.</li> </ul>
<b>Attendees:</b>	<ul style="list-style-type: none"> <li>- Guido Vettorel; Michela Canonico, Miguel Carrero, Giulia Ruggia <b>-ADSPMAC-</b></li> <li>- Antonio Dallara; Anna Giarandoni <b>-ITL-</b></li> <li>- Evangelia Piteni <b>-ADSPMAM- (In conference call)</b></li> <li>- Ippolity Gatselou; Eleftheria Ntaflou; Andreas Ntais; Christoforos Tsompolis <b>-OLIG-</b></li> <li>- Dejan Novović; Dragan Šćekić <b>-Port of Bar-</b></li> <li>- Federica Frigato <b>-Interporto PD-</b></li> <li>- Cecilia Volpato <b>-ADSPAS-</b></li> <li>- Ioannis Garyfalos; Kleantchi Perifanou; Evdokia Mavrommati; Michail Glagkao <b>-BEP-</b></li> </ul>
<b>Absences</b>	- KIP representatives

## Welcome

The President of ADSPMAC-, Mr. Giampieri, thanks all partners for their participation and wishes a productive KoM. He takes the opportunity to highlight the importance of working on partnership as in NEWBRAIN to face gently the challenges that concern the partners. He remarks the satisfaction for the work carried out during this proposal and this must be capitalized in competitive strategies for the future. He also explains how to be part of a macroregion is important to construct a joint future. The gateways of macroregion are the ports and they are important for a social and economic working development. Intermodality will become one of the most important issues between the different elements for operators and the port.

## Project presentation

### *ADSPMAC\_Project presentation*

Mr. Vettorel (ADSPMAC) provides an overview of the project and an explanation on how and why this project has been created. During his intervention, he also shows some figures comparing EU granted and approved projects in Adriatic-Ionian Region (EUSAIR) and in Baltic Sea Region (EUSBSR) and informs that the ADRION Managing Authority foresees a close cooperation among NEWBRAIN and the other similar granted projects.



## Introduction of all Partners

*ADSPMAC\_LB presentation;*  
*Interporto PD\_FB8 presentation;*  
*ITL\_FB2 presentation;*  
*Port of Bar\_FB7 presentation;*  
*OLIG\_FB4 presentation;*  
*ADSPAS\_FB9 presentation;*  
*BEP\_FB10 presentation;*  
*ADSPMAM\_FB3 presentation*

After project presentation, all Partners briefly introduced themselves and their organization.

Mr. Vettorel (ADSPMAC) exposes the main data on the Central Adriatic Ports Authority, such as port areas, inland connections, number of passengers, port workers and activities done in the different port areas.

Ms. Frigato (Interporto PD) exposes the main data on Interporto Padova Spa and focuses on its strategic location in the TEN-T Core Network.

Mr. Dallara (ITL) exposes the mission of Istituto sui Trasporti e la Logistica, its main data and projects financed and currently managed by ITL.

Mr. Novović (Port of Bar) exposes the main data on Port of Bar H.C., its activities and the port development projects, as well as European projects where it is involved.

Ms. Ntaflou (OLIG) exposes some characteristics, main data and future constructions of Igoumenitsa Port. She also focuses on OLIG objectives and forecasts.

Ms. Volpato (ADSPAS) exposes and shows figures and main data of Port of Venice. Furthermore, she suggests to cooperate or work with project that foresees similar activities (e.g. the one mentioned by Mr. Novović (Port of Bar)).

Mr. Garyfalos (BEP) exposes and shows some figures and main data of Small and Medium sized Industries Chamber of Piraeus.

Ms. Piteni (ADSPMAM), through a Skype call, exposes and shows some figures and main data of the South Adriatic Ports.

## WP C “Communication”

*WP C presentation*

Ms. Piteni (ADSPMAM) representing WP C Lead partner, goes on with the introduction of Communication and Dissemination aspects and related activities foreseen in NEWBRAIN project. For each activity, she also



details the timeframe, the expected deliverable/s, the FB who will be responsible of the correct implementation and all other FBs that will be involved.

Mr. Carrero (ADSPMAC) proposes to ADSPMAM to proceed with the Communication Plan drafting, even if all FBs are aware that the ADRION Managing Authority has not finalized the Implementation Manual yet. Ms. Piteni (ADSPMAM) ensures that the Port authority would realize the Communication Plan as soon as possible.

Ms. Volpato (ADSPAS) asks details about Deliverable C.2.2 “Presentation of NEWBRAIN to EU events” and in particular if partners, other than FBs already mentioned in the AF, are involved in this activity. Ms. Piteni (ADSPMAM) answers that involved FBs will be those mentioned in the AF.

## **WP T1 “Adriatic-Ionian intermodal and logistic transport Network”**

### *WP T1 presentation*

Mr. Carrero (ADSPMAC) describes WP T1 in terms of Activities and deliverables foreseen and for each of them the timeframe and responsible/involved partners.

He also suggests possible dates for the Network Meetings (to be confirmed) and three possible hosting partners (KIP; ITL and ADSPMAM) that could organize NMs due to the fact that they are not defined in the AF; while in the AF are foreseen five Network Meetings (in part in conjunction with Project Meetings). Consequently, ADSPMAC suggests adding three more Network Meetings because project evaluation will be carried out on the base of reached project milestones, which also comprise the NMs. Mr. Vettorel (ADSPMAC) added that Network Meetings could be both Internal partners Meetings or public and open meetings able to involve more stakeholder. This choice will be done according to the budget and the activities foreseen in AF.

Mr. Vettorel (ADSPMAC) gives also strict Programme rules about the Communication WP, in fact, during the negotiation phase some communication costs have been shifted to Technical WPs in order to not loose the budget resources.

## **WP T2 “Preparation of investments for the strategy implementation”**

### *WP T2 presentation*

Mr. Dallara (ITL) describes WP T2 in terms of Activities, specific actions foreseen for the implementation of each of them and deliverables.

Mr. Vettorel (ADSPMAC) underlines that Activity 1.1 and the overall WP T1 were planned in order to define the strategy of the project, while WP T2 was planned to put in place that strategy. Tools that will be developed during the project must be open and shared together.



## WP M “Financial and management auditing”

### WP M presentation

Mr. Carrero (ADSPMAC) describes WP M in terms of activities and deliverables foreseen and for each of them the timeframe and responsible/involved partners.

During the presentation, all partners confirmed the composition of the Steering Committee that therefore it has been formally set up as follows:

NEWBRAIN STEERING COMMITTEE's MEMBERS and CONTACTS				
FB Number	Representatives' category	Name and Surname	Telephone Number	E-mail Address
LP - ADSPMAC	Technical	Guido Vettorel	0039 0712078959	<a href="mailto:vettorel@porto.ancona.it">vettorel@porto.ancona.it</a>
	Financial	Michela Canonico	0039 0712078948	<a href="mailto:canonico@porto.ancona.it">canonico@porto.ancona.it</a>
FB2 - ITL	Technical	Antonio Dallara	0039 0523 606731	<a href="mailto:antonio.dallara@fondazioneitl.org">antonio.dallara@fondazioneitl.org</a> ; <a href="mailto:newbrain@fondazioneitl.org">newbrain@fondazioneitl.org</a>
	Financial	Laura Nubile	0039 051 527.3419-3270	<a href="mailto:amministrazione@fondazioneitl.org">amministrazione@fondazioneitl.org</a>
FB3 - ADSPMAM	Technical	Mario Mega	0039 080 5788511	<a href="mailto:m.mega@adspmam.it">m.mega@adspmam.it</a>
	Financial	Michelina Latorre	0039 080 5788511	<a href="mailto:m.latorre@adspmam.it">m.latorre@adspmam.it</a>
FB4 - OLIG	Technical	IPPOLYTI GATSELOU	0030 26650 99345	<a href="mailto:pgatselou@olig.gr">pgatselou@olig.gr</a>
	Financial	FOTIOS MITSELOS	0030 26650 99307	<a href="mailto:mitselos@olig.gr">mitselos@olig.gr</a>
FB6 - KIP	Technical	Marjian Cukrov	00385 51 344 252	<a href="mailto:cukrov@shortsea.hr">cukrov@shortsea.hr</a>
	Financial	Tanja Vujnovic	00385 91 234 42 52	<a href="mailto:vujnovic@shortsea.hr">vujnovic@shortsea.hr</a>
FB7 - Port of Bar	Technical	Dejan Novović	0038267333560	<a href="mailto:dejan.novovic@lukabar.me">dejan.novovic@lukabar.me</a>
	Financial	Dejan Đurđević	0038267333412	<a href="mailto:dejan.djurdjevic@lukabar.me">dejan.djurdjevic@lukabar.me</a>
FB8 - InterportoPD	Technical	Paolo Pandolfo	0039 049 7621811	<a href="mailto:pandolfo@interportopd.it">pandolfo@interportopd.it</a>
	Financial	Frigato Federica	0039 049 7621824	<a href="mailto:frigato@interportopd.it">frigato@interportopd.it</a>
FB9 - ADSPAS	Technical	Alessandra Libardo	0039 0415334784	<a href="mailto:alessandra.libardo@port.venice.it">alessandra.libardo@port.venice.it</a>
	Financial	Cecilia Volpato	0039 0415334263	<a href="mailto:cecilia.volpato@port.venice.it">cecilia.volpato@port.venice.it</a>
FB10 - BEP	Technical	Efi Glezakou	0030 2104174765	<a href="mailto:press@bep.gr">press@bep.gr</a>
	Financial	Maria Kouloura	0030 2104131100	<a href="mailto:tmdo@bep.gr">tmdo@bep.gr</a>

## Questions & Answers

Ms. Frigato (Interporto PD) asks some clarifications about the five projects to be submitted in three different future call for proposals (Deliverable T2.3.1). Mr. Vettorel (ADSPMAC) explains not all partners must be involved in the five proposals, this is just an overall project target.

Mr. Garyfalos (BEP) asks details about which platform would be used for the reporting activity and project internal communication. Mr. Carrero (ADSPMAC) introduces the eMS platform available on the ADRION website. It has been also asked if it is necessary an external auditor or not and Mr. Carrero (ADSPMAC) points



out that for Greek partners the auditor will be free of charge and will be directly the Greek Ministry instead of an external one.

Mr. Vettorel (ADSPMAC) asks to other FBs which of them cannot spend their own budget without a signed subsidy contract. Following FBs communicated to be in that situation: FB4-OLIG; FB7-Port of Bar and FB8-Interporto PD. Mr. Vettorel (ADSPMAC) answers that ADSPMAC will try to find the solution with the Joint Secretariat in order to speed up and let all FBs have the subsidy contract as soon as possible.

At the end, Mr. Garyfalos (BEP) asks to add other four colleagues of his to the project mailing list.

*At 05:30 PM session was closed and all participants moved to Art Gallery "Pinacoteca Civica Francesco Podesti".*

## KEY DECISIONS – TO DO LIST

### Main activities for the next two months of implementation:

#### WPM

- Internal regulation report (**Resp: ADSPMAC, 31<sup>st</sup> March 2018**)
- Monitoring and evaluation plan report (**Resp: ADSPMAC, 31<sup>st</sup> March 2018**)
- Application for reimbursement of proposal budget (**Resp: ADSPMAC, 10<sup>th</sup> April 2018**)

#### WPC

- Communication and Dissemination strategy (**Resp: ADSPMAM, 2<sup>nd</sup> March 2018**)

#### WPT1

- Organization of T 1.1.1. Network meetings (**Resp: Interporto PD, 31<sup>st</sup> March 2018**)
- D T.1.1.2. Methodologies and frameworks for WP outputs (**Resp: ADSPMAC, 31<sup>st</sup> March 2018**)

#### WPT2

- Collaboration with WPT1 for the definition of D T.1.1.2. Methodologies and frameworks for WP outputs (**Resp: ITL, 31<sup>st</sup> March 2018**)

