

Integrated Coastal Monitoring of Environmental Problems in Sea Region and the Ways of their Solution (ICME)



Kick off Meeting

Minutes

Organized by: Municipality of Thessaloniki, Greece

Common Borders. Common Solutions



Programme funded by the
EUROPEAN UNION



Place: City Hall of Thessaloniki, Greece

Date Tuesday 9th of July 2013

Minutes of Kick off Meeting

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Responsible Organization

Municipality of Thessaloniki

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Union
Science and Energetics



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1. Agenda of the Meeting

Day	Time	Activity	Involved Partners
July 9 th	10:00 – 10:15	Arrival and registration	All
	10:15 – 10:30	Welcome by the Lead Partner	Mayor of Thessaloniki, Mr Yannis Boutaris Representative of Municipality of Thessaloniki Mr Konstantinos Zervas Deputy Mayor
	10:30 – 10:45	Welcome by the Advisor on E.U. development projects -Mayor's office	Mr. Chrisostomos Kalogirou Officer in the Hellenic Management & Organization Unit ADVISOR on E.U. development projects
	10:45 – 11:00	Introduction of Partners	All
	11:00 – 11:15	Presentation of Thessaloniki case	Dr. Voula Tzoumaka Municipality of Thessaloniki
	11:15 – 11:45	Presentation of Partners areas	Turkish Partner, Prof. Kadir Seyhan Georgian Partner, Prof. Merab Lordkipanidze Armenian Partner, Arestak Sarukhanyan
	11:45 – 12:00	Aim and Actions of the ICME project	Dr. Apostolos Kelessis Municipality of Thessaloniki
	12:00 – 12:30	Presentation of Group of Activities 3 and 4 (Dissemination and Administration Issues)	Mr. Polykarpos Karkavitsas External Advisor
	12:30-13:00	Discussion- Project Timetable - Decisions	All
	13:00	Visit to the Byzantine Museum and the White Tower	All

2. Venue of the Meeting

The Kick off meeting of the ICME Project took place at the Thessaloniki City Hall, 1A Vasileos Georgiou Str.



Thessaloniki City Hall



3. Participants

The participants to the kick off meeting of the ICME project are listed below:





CITY OF THESSALONIKI

ICME

Integrated Coastal Monitoring of Environmental Problems in Sea Region and the Ways of their Solution

PARTICIPANT LIST

Kick off Meeting
Thessaloniki 9 July 2013

City Hall of Thessaloniki,
1A Vasileos Georgiou str., 54640 Thessaloniki, Greece

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CITY OF THESSALONIKI

Black Sea

Integrated Coastal Monitoring of Environmental Problems in Sea Region and the Ways of their Solution

PARTICIPANT LIST

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4. Contents of the Meeting

Each participant presented him/herself and afterwards the welcoming from the Mayor followed.

The Mayor, Mr. Yannis Boutaris, stated the particularity of the Thessaloniki Bay area ecosystem, which is burdened by the rivers that carry pesticides along with urban pollution. He suggested that for the improvement of the marine ecosystem a series of measures should be taken through a multi-thematic study that would be based on the great variety of activities around Thermaikos Gulf. He mentioned that there were more than 20 organizations and entities that worked on the management of Thermaikos Gulf but nevertheless no viable outcome and solution had been produced so far. He emphasized that we needed serious initiatives and actions and wished good luck to our works.

Next speaker was the Deputy Mayor, Mr. Konstantinos Zervas, who welcomed all the guests and stated that in order to address the common challenges in the environmental protection of river and maritime systems, it was necessary to strengthen the joint knowledge and information bases needed. He expressed his confidence that the team of the project, partners and lead, was willing to fulfill the expectations aroused and produce valuable results.

Mr. Chrysostomos Kalogirou, Officer in the Hellenic Management & Organization Unit and advisor on E.U. development projects, referred to the historical and multi cultural heritage of Thessaloniki that is closely attached to the sea. He said that even Thermaikos was a sensitive ecosystem with many environmental problems, with proper funding from the EU, the multinational collaboration and the lead of the Romanian authority to our project, a fruitful result was bound to come and useful tools would be produced to mitigate marine pollution, provided that we would keep within the frames of the project's schedule.

Afterwards, the presentations concerning each case were shown. On behalf of the Municipality of Thessaloniki, Dr. Paraskevi Tzoumaka and Dr. Apostolos Kelessis presented the case of Thessaloniki the first and an overview of the ICME project the later. Prof Kadir Seyhan of KTU Trabzon, Turkey presented the Trabzon case and Prof Merab Lordkipanidze presented the Georgian approach to the project. The Armenian partners were not present but they had sent a presentation concerning their part. Finally, Mr Polykarpos Karkavitsas, external advisor, presented issues concerning the administration and dissemination of the project.

Finally a very fruitful discussion took place and many issues were clarified. The outcomes are presented in the following chapter.



5. Outcomes of the meeting

The main outcomes of the meeting are:

A. Advance Payment for the Project ICME (MIS-ETC Code 1872)

The Turkish Partner KTU, Karadeniz Technical University has already received the advance payment by the IPA Financial Instrument after the appropriate communications with the JMA/JTS of the Joint Operational Programme Black Sea Basin 2007-2013.

The applicant – Municipality of Thessaloniki has already received the advance payment by the IPA Financial Instrument after the appropriate communications with the JMA/JTS of the Joint Operational Programme Black Sea Basin 2007-2013 and has already started the procedure of transferring the respective amount of money to the ENPI partners. This procedure we assume that will be finished by September 2013.

B. The procurement plans

The applicant – Municipality of Thessaloniki has already submitted its procurement plan to JMA/JTS, and asked all the other partners to conduct their own plans and send them back to the applicant by the end of August 2013.

C. Budget Modification

The Turkish Partner KTU, Karadeniz Technical University has already made his budget modification.

The ENPI partners decided to proceed to budget modifications and they will submit their proposals to the applicant by the end of August 2013. As soon as the applicant – Municipality of Thessaloniki will have received the new budget proposals will continue with the necessary procedure to the JMA/JTS. The budget modification will be one of the first activities that the Coordinator should implement. The budget modification will be finished approximately at the end of 2013. However, this is not affecting the project implementation. The most important tenders can continue without any problem.

D. Progress Report

The first Progress Report will be submitted till the end of July 2013 after receiving the partners' feedback.

E. SC Members – Scientific Team

Each partner will assign one regular and one deputy member for the Steering Committee group and three members for the Scientific Team till mid September 2013.



F. SC rules

After the assignment of the Coordinator and the signing of the contract (September – October 2013) the SC rules will be prepared. These rules should be followed by the SC members in order to ensure the smooth running of the project. The SC rules should contain rules on how the project will be managed. These rules will be discussed and voted in the next SC meeting

G. Quality Assurance Plan

After the assignment of the Coordinator and the signing of the contract (September – October 2013) the Quality Assurance Plan will be prepared. This is a very important plan in order to ensure the quality of the milestones and outcomes of the project. The scientific Group members should support the coordinator in the preparation of this plan. The Plan will be discussed and voted in the next SC meeting

H. Communication Plan

The communication plan is not described in the project proposal. However, partners decided to prepare one. The responsible partners will be the Karadeniz Technical University and the Municipality of Thessaloniki. The Communication Plan will be available till the end of August 2013. This plan will be discussed and voter in the next SC meeting.

I. Common Templates

Partners decided to prepare common templates for the Minutes, the deliverables, letterheads, etc. These templates will be prepared by the Municipality of Thessaloniki. The KTU will send some ideas. The final version of the templates will be ready till the end of August 2013.

J. Logo of the project

The Karadeniz Technical University prepared 3 drafts of a logo. After a voting procedure and a discussion among partners the officially logo of the project is the following:



K. Website

The website will be launched one month after the signing of the contract with the coordinator. Unfortunately, this cannot be done earlier because some procedures by the Municipality of Thessaloniki should be followed. The estimated date of launching the website of the project is at the end of October, mid November 2013.

L. Press releases

Partners should prepare one press release just after one important milestone or output take place. Partners should mention the framework of the programme and the name of the project



as well as that this project is co – financed by the European Union. Generally, the communication rules of the project should be followed.

M. Newsletter

The first Newsletter should be announced at the end of July 2013. KTU presented a draft of the newsletter and it will be finished at the end of July 2013. Then it will be distributed among the partners, who will disseminate this to the final beneficiaries and stakeholders of their area.

N. SC Meeting in Georgia

The next SC meeting will take place in the area of the Georgian Partner, in parallel with the 1st workshop. Due to this fact and in order for the Municipality of Thessaloniki to have some items ready for presentation in this Workshop, the meeting should be postponed till January – February 2014 the latest. Partners discussed this issue in detail and they agreed that a big delay in the project's implementation took place. However, they all agree that the workshop cannot be organized if there is no work done in the GA 1 and GA 2. This delay will be covered at the beginning of the next year.



6. Annexes

6.1 Presentations

	<p>1st presentation: “The Thessaloniki Case”, presented by Dr. Paraskevi Tzoumaka, Municipality of Thessaloniki, Department of Environmental Actions</p>
	<p>2nd presentation: “Presentation of the Faculty of Marine Sciences, Karadeniz Technical University – the Trabzon Area”, presented by Prof. Kadir Seyhan, KTU Trabzon Turkey</p>
	<p>3^d presentation: “Monitoring and mathematical models of the pollution spread in urban and river mouth water areas of east Black Sea coast” presented by Prof. Merab Lordkipanidze, TUG, Georgia</p>



	<p>4th presentation: Armenians partner presentation – Goals of the project, read to the audience</p>
	<p>5th presentation: “The ICME Project”, presented by Dr. Apostolos Kelessis, Municipality of Thessaloniki, Department of Environmental Actions</p>
	<p>6th presentation: “Dissemination and Administration Issues of ICME project”, presented by Mr. Polykarpos Karkavitsas, External Advisor</p>

6.2 Photos

A collection of photos from the kick off meeting is presented below



The Mayor of Thessaloniki Mr. Yannis Boutaris (center), the Deputy Mayor Mr. Konstaninos Zervas (left) and Mr. Chrisostomos Kalogirou (right), Advisor on E.U. development projects



The Mayor is addressing a greeting to the participants



Prof. Kadir Seyhan offering to the Mayor a gift



Prof Merab Lordkipanidze and translator, Georgian partners (left), Profs Kadir Seyhan and Ercan Kose Turkish partners (center) and Mr. Polykarpos Karkavitsas (right).



The attendants of the kick off meeting



From the Municipality of Thessaloniki: Ms Voula Tzoumaka (left) and to the right Mr Apostolos Kelessis , Mr Maximos Petrakakis, Head of the Environmental Department, Mr Chrysostomos Kalogirou and Mr Konstantinos Zervas