

Minutes: 2nd Steering Committee Meeting 3rd of April, 2017, Vienna, Austria

Meeting Information

Meeting: 2 nd Steering Committee Meeting	Location: Vienna, Austria (Verbund)
Initiated by: Peter Rutschmann	Date: 03/04/2017
Distribution: All partners	Time: 10:00 – 18:00

Disclaimer: This is a decision-making protocol where an overview of the main contents of the session and decisions are recorded. It is not a word-protocol and only essential points and highlights are recorded. Word-logging is made only based on concrete requests during the meetings. For this reason, all statements and questions of the participants are not automatically and fully recorded in the meeting minutes.

List of attendees:

Hany Abo El Wafa, Martina Bussettini, Laurent David, Atle Harby, Eleftheria Kampa, Chris Katopodis, Antonio Pinheiro, Peter Rutschmann, Matthias Schneider, Kordula Schwarzwälder, Christian Wolter

Agenda:

- 1 Nomination of the new External Experts Advisory Board (EEAB) member
- 2 WP progress Presentations
- 3 WP discussions
- 4 Overview of test Cases
- 5 Overview of Work Packages analysis and internal reporting scheme
- 6 Data Management
- 7 Date and location of next meeting in accordance with the CSMB Meetings
- 8 Advisory Board's work in FIThydro
- 9 External Cooperation: FIThydro and AMBER

ad 1) New member of EEAB:

The new member Dr. Robert Fenz, BMLFUW (Bundesministerium für Land und Forstwirtschaft, Umwelt und Wasserwirtschaft), was elected with all votes, no abstentions or rejecting votes.

Action 1: Coordinator to introduce the new EEAB member to the other members and the work of EEAB in FIThydro. Deadline: May 1st, 2017

ad 2)

All WP leaders have presented the progress in their work packages

ad 3) Discussion highlights:

WP 1: A table will be sent to all partners to complete it and fill the knowledge gaps where needed.

Action 2: WP1 leader 1 (Christian Wolter) to send the above mentioned table to all partners

The maximum fish length will be main parameter used as input data. Other length, as the common length could be a value, but the variability is too high. This is a value set mainly by the commercial fish hatchery companies and is very sorted.

For the evaluation of the results of WP1 more European than local data are needed to gain indices, which are independent of the regions and their specifications.

There are no foreseen delays in submitting the upcoming deliverables of WP1.

WP 2: As there are open questions which need to be answered in the WP1 and also in the test cases there might be difficulties arising with timeline and responsibilities, it is highly needed to discuss with Atle as a Test Case Leader on that.

As solution for the partners not answering the questions from the WP leaders properly or even not at all it has to be stated, that the responsibility is with the WP leaders, they need to address the missing people directly and the coordinator can give support with this in case the partners do not respond to direct email communication. If needed, the CO could draw up an "official" strategy on how to get people responsive.

It is necessary not to ask what partners want to do, but to define a task and ask for interest of contribution. With respect to the idea of new deliverables, it was mentioned that it should also not be like this that every subtask should have its own deliverable.

However, the huge WP 2 needs to be broken down in terms of coordination and to keep the people responsive to finalize their work in time. Therefore, the different tasks or subtasks could have their own lead. As the number of partners is very high it would be more feasible to have this on subtask level. A coordination measure might be needed in order to facilitate the research activities in this work package and make it more efficient. At this stage WP2 is still the most critical work package in the project.

As the PM of SER is quite low in WP 2, a bottom up approach is needed to ensure that the right data are collected and can be transferred in a suitable way for WP 4. We also have to ensure an European view, so the subtasks of WP 2 need to be valid for all over Europe. It is not acceptable to work only in its "own" river. The WP Leaders and the regional group leaders have to work together here to ensure that everything fits. Especially for the WPs 2-4. This needs to be done within the next days as it will get very hard to control things.

The new deliverable plan proposed by WP 2 leader was not yet approved. The current deliverables

are still the official ones needed (D2.1, D2.2). In case the plan was not approved, the proposed deliverables will be internal reports to be sent to CNRS with strict deadlines.

The responsibility of the internal deliverables has to be communicated and approved by the respective organization as early as possible.

Action 3: WP2 leader (Laurent David) to communicate the new deliverable plan to all partners that would be responsible for all the new (internal) deliverables.

WP 3: The timeline needs to get more detailed, especially with respect to WP 4 which needs some things to be done earlier than month 48. This will be the strongest challenge for WP 3 and also to find the linkage with the test cases. Most of the info to be fed from WP 3 into 4 would be about costs and can be delivered earlier even if the result is not finalized.

It also needs a clear specification which kind of results is needed for WP 4.

Additional Comment:

The need of an internal reporting mechanism was expressed by WP3 leader (Antonio Pinheiro) in which partners report on the work progress to the WP leaders every 2 month with respect to the timelines of the work progress. It could be done by email.

Once the timelines for all the WPs were concluded, a timeline specific for each partner could be produced, so that each partner could have a clear idea about the overall work it has to develop and about its schedule. António also suggested those specific timelines could be produced by TUM.

Action: WP3 leader to propose an internal reporting form to be used by all partners and the steering committee would review and give feedback on this form. Deadline: 15th of May, 2017

WP 4: For the test case data we also have to rely on existing data sets so there is no time lost at least as we don't have the chance to gain all the data ourselves. Relying only on one year would be very critical and at least two or three years would be fair enough so the timing is crucial to get something reliable in addition to the existing data. Due to this challenge of timing and also money we can just partly extend existing knowledge; there is no money for extensive field studies.

Action 4: WP4 leader (Atle Harby) to prepare a list of required information and data output from WP2 and WP3 that would be used as an input to WP4 and circulate with WP2 and WP3 leaders. Deadline: 15th of May, 2017.

WP 5: Detailed descriptions for tasks 5.3 (DSS) and 5.4 (Review and exploration of markets) are still not available.

Action 5: WP5 leader (Eleftheria Kampa) to request from leaders of tasks 5.3 (UHULL) and 5.4 (EI) a detailed description of these tasks. WP5 leader will also organize a meeting (phone or skype) to discuss the content and planning of task 5.3 to clarify further the concept for the decision support (at least UHULL, TUM and EI should participate in this meeting; possibly also IGB). Deadline: 1st of May, 2017.

WP 6: The draft for the dissemination and communication strategy needs to be sent until mid of April to all the WP Leaders in case they have any feedback on that. There might be some good ideas coming

up from the CEDREN project.

Action 6: WP6 co-leader (Kordula Schwarzwälder) should send the communication and dissemination draft deliverable to the Steering Committee for their contribution. Deadline: April 19th 2017

ad 4) Presentation on the test cases:

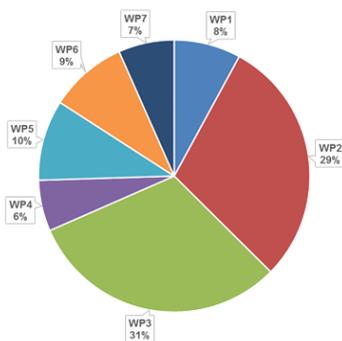
As some of the operators are not responsive it was stated that it could be necessary to enforce them to follow the project's needs, even if this is a less diplomatic way.

ad 5) The coordinator's analysis of the work packages has been presented:

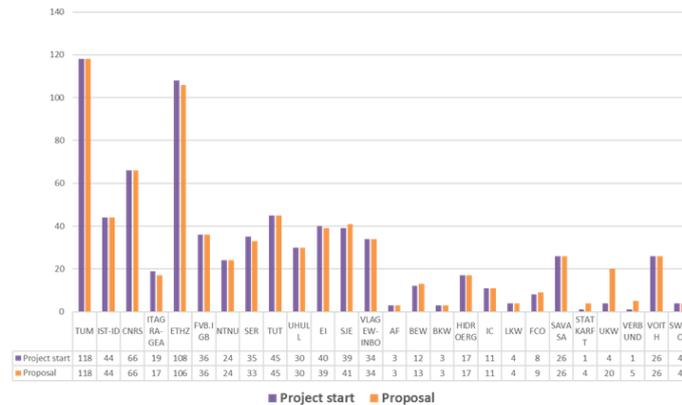
- 1 Personnel month
- 2 Project objectives
- 3 Scope (keywords)
- 4 Expectation from case studies

Generally, the analysis is prepared for internal use and not for reporting. Using the number of keywords covered in each subtask might be misleading as it does not show the real weight of how the topic is covered, for instance WP 3 is much more detailed than the other work-packages, therefore the analysis is better to be represented on a task level to be consistent on all WP's.

Personnel month (WP)



Personnel Month (Partner)



Workload and estimated Importance

Task ID	Description	Workload	Importance
1.1	1.1 Complex and analyses the history traits, biological characters and environmental tolerances of European lampreys and fish species that are relevant to dispersal, meta-population dynamics, population resilience, and resistance to disturbance from hydropower	14.5	1.89
1.2	1.2 Analyses construction- and operation-related, hydropower-specific factors that impact on fish populations aiming to identify the most relevant bottlenecks and to assess their impacts at the population level	16.5	2.16
1.3	1.3 Assembles population-biological sensitivity, conservation value, hydropower-related and the site-specific characteristics regarding fish to lampreys and fishes to develop a European Fish Population Hazard Index from hydropower	16	2.09
1.4	1.4 The task equally expands the Fish Population Hazard Index to assess the cumulative impact of operation hydropower schemes on fish populations	14	1.83
2.1.1	2.1.1 Population and habitat analysis of the river section affected by the HPP	10	2.09
2.1.2	2.1.2 Analysis of the conceptual solutions and facilities for fish migration	41.5	5.41
2.1.3	2.1.3 Physical characteristics of future passage under different operational conditions	26	3.39
2.1.4	2.1.4 Identification of knowledge gaps	7	1.04
2.2.1	2.2.1 Spawning areas and hydro-morphology to attain self-sustainable populations	12.25	1.69

Figure 1 Project management analysis of the work packages

ad 6) Data Management:

A questionnaire was prepared as an online form. The link will be sent to all partners, please check if any more questions are necessary to cover all needs.

Action 7: WP6 co-leader (Kordula Schwarzwälder) to send the data questionnaire draft to all partners to review and give feedback. Deadline: 1st of May, 2017.

ad 7) Next meetings:

The coordinator's proposal to conduct the meetings in Switzerland, Norway and Portugal was accepted by the concerned organizations according to figure 2.

For a potential Berlin meeting: Christian and Eleftheria would check the possibility to conduct one of the meetings in the last year in Berlin (a proposal would be to conduct it in at the DFG).

For the Norway meeting: Meeting should preferably be in the last two weeks of June as the Holiday season for University starts mid of June (rooms would be available at the university remises).

For the Portugal meeting: the last week of Jan would be good.

ad 8) EEAB in FIThydro:

- EEAB could send one or two representatives to attend the meetings and not necessarily as a whole board.
- During the initial phase of the project the involvement of the EEAB shall be maximized incl. physical attendance in most meetings.
- The SC will share the meeting notes and stress any specific request on any question.
- EEAB will send a recommendation report after each meeting they attend that include their feedback on the current status of the project and recommendations for improvement.
- As a general rule, EEAB members would be included in the communication between WP members only when there is a need for guidance advice. In these instances, the WP leader should explicitly mention/ask the EEAB members on what kind of guidance is needed.
- The coordinator would share the WP leaders meeting highlights with the EEAB members to regularly inform them about the project development.

ad 8) External Cooperation:

We should concentrate on the AMBER project instead of the MARS project. MARS is working on a much less detailed level than we are and their work is nearby finalized. Some of the results might be useful for us, but only as a basis.

The SC agreed on FIThydro sending one representative to participate in AMBERS SC meetings and vice versa.

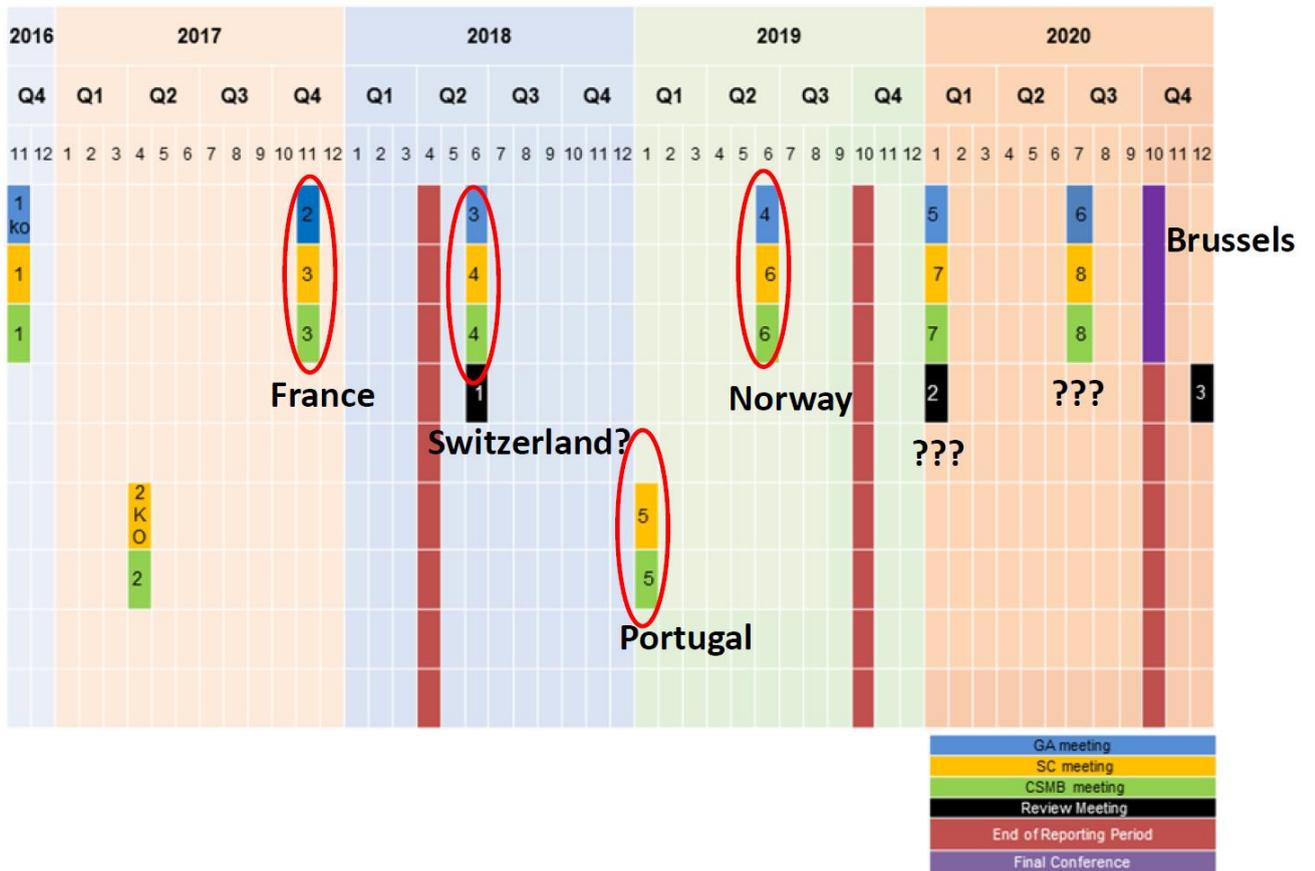


Figure 2 Tentative project meetings plan