

## Meeting Minutes: 2<sup>nd</sup> General Assembly 8<sup>th</sup> of November, 2017, Poitiers, France

### Meeting Information

Meeting: 2 <sup>nd</sup> General Assembly	Location: Poitiers, France (Pprime)
Initiated by: Peter Rutschmann	Date: 08.11.2017
Distribution: All partners	Time: 08:00 – 10:00

**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:

S/N	Family Name:	Name:	Organisation:
1	Abo El Wafa	Hany	TUM
2	Albayrak	ismail	VAW, ETH Zurich
3	Angelopoulos	Natalie	UHULL
4	Bakken	Tor Haakon	SINTEF Energy Research
5	Bean	Colin	EEAB (University of Glasgow/Scottish Natural Heritage)
6	Boavida	Isabel	IST-ID
7	Boes	Robert M.	VAW, ETH Zurich
8	Bravo-Córdoba	Francisco Javier	SAVASA
9	Bussettini	Martina	ISPRA
10	Coeck	Johan	EV INBO - Research Institute for Nature and Forest
11	Couret	Dominique	AFB (CNRS)
12	Cowx	Ian	University of Hull
13	DAVID	Laurent	CNRS-Pprime
14	Dewitte	Manon	CNRS
15	Doessegger	Andreas	Limmatkraftwerke AG
16	Dr. Pander	Joachim	Technical University Munich
17	Eira Leitão	Pedro	HIDROERG

18	Epple	Tobias	BEW
19	Felber	Cornelia	UNIPER
20	Fenz	Robert	Federal Ministry of Agriculture and Forestry, Environment and Watermanagement
21	García Vega	Ana	Centro Tecnológico Agrario y Agroalimentario (ITAGRA-GEA)
22	Gerdes	Holger	Ecologic Institute
23	Godinho	Francisco	Hidroerg
24	Harby	Atle	SINTEF Energi
25	Høberg	Pål	Statkraft
26	Jarny	Sébastien	Pprime Institute / CNRS
27	Kampa	Eleftheria	Ecologic Institute
28	Katopodis	Christos And Shirley Anne	Katopodis Ecohydraulics Ltd.
29	Kriewitz-Byun	Carl Robert	BKW Energie AG
30	Lechner	Thomas	BEW GmbH
31	Lemkecher	Fatma	Pprime institute
32	Milzow	Christian	AF-Consult Switzerland Ltd (AFC)
33	Müller	Melanie	Technische Universität München, Aquatic Systems Biology
34	Pauwels	Ine	EV INBO - Research Institute for Nature and Forest
35	Peter	Armin	Peter FishConsulting
36	PINEAU	Gerard	Institut Pprime - (Univ. Poitiers - CNRS - Ensma)
37	Pinheiro	António	IST-ID
38	Portela	Maria Manuela	Hidroerg/Instituto Superior Técnico
39	Reckendorfer	Walter	VERBUND Hydro Power GmbH
40	Rüther	Nils	NTNU
41	Rutkowski	Terese	TUM, Lehrstuhl für Produktions- und Ressourcenökonomie
42	Rutschmann	Peter	TUM
43	Sagnes	Pierre	French Agency for Biodiversity (in collaboration with CNRS)
44	Schneider	Matthias	SJE Ecohydraulic Engineering
45	Schwarzwälder	Kordula	TUM
46	Stoltz	Ulli	Voith Hydro
47	Tuhtan	Jeffrey	Tallinn University of Technology, Centre for Biorobotics
48	Van Wichelen	Jeroen	EV INBO - Research Institute for Nature and Forest
49	Winkler	Sarah	Voith
50	Wolter	Christian	IGB
51	Wuepper	David	TUM
52	Parasiewicz	Piotr	AMBER
53	Jones	Peter	AMBER
54			
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1. GA3 Meeting location
2. Deliverables timeline and deliverables linkages
3. Deliverables quality management system
4. IP and FIThydro
5. EEAB report
6. Progress so far: comments from coordinator and required actions

ad 1) GA3 Meeting location

The third General Assembly was decided to take place in Zurich on June 25-27, 2018. The review meeting will take place on the 28<sup>th</sup> of June also in Zurich. Attendance to the General Assembly will be for all partners. Attendance of the review meeting will be compulsory for representatives from certain FIThydro partners who will be informed about it in December. The schedule will be as follows:

Date	Event
25-26.06.2018	General Assembly
27.06.2018 (Morning)	Excursion to Bannwil
27.06.2018 (Afternoon)	Excursion to Schiffmühle
28.06.2018	Review meeting

**The periodic report has to be submitted on June 15<sup>th</sup> 2017**

ad 2) Timeline and deliverables linkages

The following timeline for deliverable submission is set in place by the coordinator:

- Reminder: **60 days before submission to EC**, the coordinator would send a reminder to the deliverable leader
- First draft: **30 days before submission to EC** (a complete version) to be sent by the deliverable leader to the coordinator for review.
- Reviewed draft: **15 days before submission to EC** Coordinator would send the reviewed draft to the deliverable leader with the feedback and actions that need to be taken.
- Final document: **5 days before submission to EC** The deliverable leader has to send the final deliverable back to the coordinator who then uploads it on SYGMA (participants portal)

Linkages

Each deliverable will have a section adding links to related deliverables. **Input:** Referencing the former deliverable whose data/findings will be used and **Output:** Linking future deliverable that will make use of the deliverable's finding/data/knowledge: Research outlook.

ad 3) Deliverables quality Management system

- Each deliverable should go through a review process:

Quality control	Content Review (Peer review)
Editing Language Format	The use of expertise within FIThydro 2 reviewers per deliverable

- Deliverables have to be reviewed by co-leaders: Minimum requirement
- Deliverables should be sent to all WP members
- Selected deliverables might require a special review process (in these cases, deliverable leaders will be contacted beforehand to inform about the required review process)

– CO, CSMB, EEAB

#### ad 4) IP and FIThydro

Use and IP of tools, models and devices developed in FIThydro is regulated by the EU and the project. For more information about the rules, please refer to the following:

1. Annotated Model Grant Agreement (Pages 213-218):  
[http://ec.europa.eu/research/participants/data/ref/h2020/grants\\_manual/amga/h2020-amga\\_en.pdf](http://ec.europa.eu/research/participants/data/ref/h2020/grants_manual/amga/h2020-amga_en.pdf)
2. Consortium Agreement (Section 8.1-8.3):
3. Information from the IPR helpdesk (whole booklet)  
[https://www.iprhelpdesk.eu/sites/default/files/newsdocuments/FS\\_IP\\_Management\\_h2020\\_implementation\\_0.pdf](https://www.iprhelpdesk.eu/sites/default/files/newsdocuments/FS_IP_Management_h2020_implementation_0.pdf)  
<https://www.iprhelpdesk.eu/sites/default/files/documents/EU-IPR-IP-Guide.pdf>

For any specific questions or clarifications, please contact the coordinator

#### ad 5) EEAB Report

The coordinator has responded to the second recommendation report of the EEAB (April 2017). Please check the report [here](#)

#### ad 6) Progress so far: Comments from coordinator and required actions

There is a consensus on the important and less important issues of our project:

- The focus is on **runoff river HPPs** with lower heads
- **Sediment issues** are dealt with only in a context with habitat conditions
- Any issues strongly diverting from the above are dealt with a **literature search** only
- We principally agreed on a way of considering **hydropeaking, environmental** flows and **sediment** management.
- **Operational strategies** must be better integrated which requires simulations in the final project phase.
- Existing **subtask** descriptions must be **harmonized** by fixing inconsistencies, fixing imbalanced resources, focusing towards our main goals, avoiding
- **Test case projects templates** have been setup showing timeline, partners and resources. There are some gaps to fill in and should be done by the regional leader with the involvement of operators, and other parties involved
- We have a **better understanding** of the **DSS** and the **CIA** tool and agree on a more Wiki-based tool.
- We are convinced of the benefits of a **closer cooperation with AMBER**. We shall sharpen the ideas for cooperation and shall organize a side-event to the AMBER reporting in Brussels
- We realized that much more can be done in **dissemination** and that each partner must contribute

Therefore the following actions must be taken with high priority:

- Achieve **harmonized** detailed WP descriptions. The coordinator is in contact with WP2 and 3 leaders in order to harmonize the WP'S. The role of the WP leaders and subleaders (especially for the case of WP2) should be Highlighted as the main contact person.
- Progress in defining the **methodology for sediment** and **environmental flow** management.
- Elaborate closer cooperations with **AMBER** and prepare a working meeting in Brussels.
- Start for the interface definitions of the **CIA and the DSS tools**.
- Sharpen the **dissemination strategy** and request actions from all partners.
- Develop **thoughts for scenario modeling**. At this stage, The scenario modelling is still unclear and more would be defined in the coming period.
- Find **additional funding** for common tasks of FIThydro and AMBER outside of the actual grant agreements