

Project RE-water
"Eco technologies for the waste water management"
MIS IDENTIFICATION CODE: 5003390
Minutes of Kick-Off Meeting
Bari, Via Salvatore Cognetti, 36
13th and 14th November 2018

Venue: Apulian Aqueduct, Via Salvatore Cognetti, 36, 70121 Bari. Sala Multimediale (mezzanine level)

Time: 15:00 – 18:30

Date: 13th November 2018

Time	Agenda	Speakers
14:30 - 15:00	Registration of Participants	
15:00 - 15:15	Welcoming speech	LB - Apulian Aqueduct
15:15 - 16:15	Introduction of each partner and their teams	Each partner
16:15 – 16:45	Presentation of the project – objectives, implementation and action plan, deliverables and budget	LB - Apulian Aqueduct
16:45 - 17:00	Coffee or tea break	
17:00 - 17:30	Presentation of WP 3 - SURVEY AND PLANNING: analysis of activities, budget, role of involved partners; definition of first activities and timetable.	LB – Apulian Aqueduct with the contribution of involved partners
17:30 - 18:00	Presentation of WP 4 - PILOT ACTIONS: analysis of activities, budget, role of involved partners; definition of first activities and timetable.	LB – Apulian Aqueduct with the contribution of involved partners
Time	Agenda	Speakers
18:00 - 18:30	Question and Answers, discussions	All partners
18:30	End of first day	
20:30	Social dinner	

The first day started with the participants registration and welcoming speech of Mr. Di Donna, Responsible of Research and Development Department of Apulian Aqueduct. He emphasized the importance of the Project and wished a good work and luck in the implementation of the project activities.

Also Mr. Lopez, coordinator of the project, pointed out the relevance of this project and its results, as it could become a best practice for Puglia Region.

Afterwards, Mr. Patimo, moderator of the meeting on behalf of LB, gave his speech; he briefly went through the project purpose and he presented the agenda of the meeting.

After the official welcome speeches, the presentation of each partner and their team followed. Each partner prepared a Power Point presentation in order to introduce its company/organization, core activities and territory (related to the project idea and objectives). This part of the meeting was opened by LB - Apulian Aqueduct, followed by PB2 Polytechnic of Bari; PB3 Municipality of Gallipoli, PB4 University of Patras and PB5 Municipality of Patras (PB4 was responsible also for the presentation of PB5, and a brief description of the associated partner O6 Municipal Enterprise of Water Supply and Sewerage of Patras).

The Associated Partner O7 Apulia Region - Water Resources Section provided the audience with a small presentation, confirmed its support to the initiative, and wished good luck to all project partners.



Subsequently, LB illustrated the project, with an in-depth analysis of the deliverables, outputs and timing, and providing practical tips on the most urgent actions needed to start with the concrete implementation of the project. As a matter of fact, partners were asked to promptly complete the registration on MIS, follow the indications of the JS and read the official manuals, appoint the FLC and increase the expenditures' level. LB also urged the project partnership to update the procurement plan and fill in the first progress report.

Afterwards, the LB introduced WP3, covering the project main objective, expected results, activities and deliverables with related timeplan and due dates.

Technical representatives of Apulian Aqueduct described the current water purification processes and tertiary treatments carried out in the plants of Gallipoli and Melendugno. The analysis carried out is part of the Deliverable 3.1.1, and will be the basis to plan the pilot action of foreseen in WP4. For further technical details the presentation attached to this document should be consulted.

PB2 Polytechnic of Bari informed the other partners on the activities carried out from September to October 2018 in Gallipoli as part of the Deliverable 3.2.1. PB2 already carried out analysis and scientific awareness campaigns about wastewater in the territory of Gallipoli. In particular, a sampling of water treated at the tertiary plant of Gallipoli underwent a second purification treatment thanks to the use of an ad hoc reactor, specifically created for this project. The main conclusions drawn are: two different oxidation processes were tested for the removal of bio-persistent pollutants, specifically UV/H₂O₂ and UV/PAA. It was observed that the UV/H₂O₂ system determined a sensible decrease of the sample absorbance at the wavelength of 254 nm and on the COD content with respect to the UV/PAA system. Accordingly, an evident decoloration of the solution from yellow (untreated effluent, rich in humic acids) to transparent (treated effluent) was detected. Moreover, the bare photolytic contribute was minimal because it was observed a negligible variation of the COD together with a limited decrease of the absorbance at 254 nm.

Afterwards Mr. Paraskeva from the University of Patras (PB4) outlined the work carried out to elaborate the survey reports - Deliverables 3.4.1 and 3.5.1 (also on behalf of the Municipality of Patras PB5). Deliverable 3.5.1 was already finalised and the team is currently working on deliverable 3.4.1.

It is important to highlight that the technical solutions analyzed by PB2 and PB4 are slightly different so a close collaboration between the two partners was strongly recommended in order to obtain a comprehensive and uniform deliverable.

As concerns Deliverable 3.4.2, PB4 started drafting the technical requirements contained in the call for tender to identify the external expert/company responsible for the feasibility study. Mr. Paraskeva emphasized that the tender will be issued in ~~English~~ Greek.

Considering that the discussion about WP3 ended at 18.30, the participants decided to postpone the presentation of WP4 to the day after.

Before the end of the first day, the original copies of the Partnership Agreement were delivered by LB to all partners.



Venue: Apulian Aqueduct, Via Salvatore Cognetti, 36, 70121 Bari. Sala Multimediale (mezzanine level)

Time: 9:30 – 13:45

Date: 14th November 2018

Time	Agenda	Speakers
09:30 - 10:00	Registration of Participants	
10:00 – 10:45	Press conference and presentation of the project	All partners
10:45 - 11:15	Intervention of Project officer	Project officer
11:15 – 11.30	Coffee or tea break	
11:30 – 12.00	Presentation of WP 1 – Management Costs : analysis of activities, deliverables and budget, role of involved partners; definition of first activities and timetable. Focus about financial issues	LP - Apulian Aqueduct
12:00 – 12.15	Establishment and voting of Steering Committee appointed members and role of SC in the project	All partners
12:15– 12:30	Establishment and voting of Project Management Board appointed members and role of MB in the project	All partners
12:30 – 13:00	Presentation of WP 2 - Information & publicity : analysis of activities, budget, role of involved partners; definition of first activities and timetable	LP – Apulian Aqueduct with the contribution of involved partners
13:00 – 13:30	Presentation of WP 5 - INNOVATIVE TESTING PHASE AND MONITORING OF RESULTS : analysis of activities, budget, role of involved partners; definition of first activities and timetable.	LP – Apulian Aqueduct with the contribution of involved partners
13:30 – 13.45	Brainstorming and Forthcoming activities - discussion among partners and exchange of ideas in regard to the project working plan and upcoming activities. Scheduling of the next project meeting.	All partners
13:45 – 14:00	Questions and Answers related to next steps to be taken by each partner; AOB	All partners
14:00 – 15:00	Lunch break	
15:00	End of Day 2 and end of the kick-off meeting	

The second day started with the participants registration and welcome coffee. The Press Conference was postponed due to unavailability of the Governor of Puglia Region. Mr. Giuseppe Rubino (Manager of the Territorial Cooperation Office of Puglia Region), who joined the meeting together with the Project Officer, Mrs. Tina Ranieri and the Communication Officer of the Joint Secretariat of the Interreg V-A Greece-Italy Programme, Mrs. Carmela Sfregola, was invited to give a speech.

Mr. Rubino shared his concern with the latest decisions the European Commission is taking, specifically regarding the Cooperation Programmes. Due to the low spending capacity demonstrated during the last programming period, the EC is taking into consideration to cut the resources devoted to the less performing Programmes. This could result in a 40% reduction in the funds devoted to the development of our territories and a smaller co-financing capacity guaranteed by the EC. For this reason, Mr. Rubino stressed the importance for project beneficiaries to carefully select their FLC, in line with the requirements foreseen by the EC and to start implementing the activities as soon as possible in order to promptly catch up with the project approved schedule. In conclusion, Mr. Rubino informed that the State-Region Conference is doing its job to avoid budget cuts for the next programming period but he also remarked that project beneficiaries play a crucial role in this negotiation process; if they are able to demonstrate their spending capacity and the positive impact of project results, the EC will be more likely to re-consider its decision.

Before listening to the remarks of the Communication Officer, LP provided to the partners a detailed overview of the activities, deliverables and time schedule planned under **WP 2 - Information & publicity**. No questions were raised regarding this activity. LP asks to partners to complete the Communication Format.

Mrs. Sfregola, from the Joint Secretariat of the Greece-Italy Programme, was invited to give a short speech on communication management, main mandatory actions to carry out and tools to use, according to the rules described in the Programme guide. Mrs. Sfregola stressed the importance of an effective project storytelling, besides the conventional means of communication and dissemination. She closed her speech, inviting all partners to contact her for any doubt or problem during the project implementation and wishing to everybody a successful realization of this very ambitious project.

Then, Mr. Paraskeva from the University of Patras (PB4) asked to give his speech in order to inform all beneficiaries about the activities carried out till now and described the upcoming actions under the responsibility of PB4. Mr. Paraskeva said that deliverable 3.4.1 is ready; the call to select the external expertise and equipment to complete deliverable 3.4.2 is ready to be published by the Municipality of Patras in December; hence in January the call will be closed and in February 2019 they will be able to appoint the external experts and suppliers. The University started working also on deliverable 3.4.2 and 3.4.3, and with the collaboration of the Municipality of Patras and the Associated Partner, drafted a management plan containing technical and scientific recommendations on sewage water management.

As concerns WP2, Mr. Paraskeva illustrated 3 proposals for the project personalized logo and the project beneficiaries voted directly for their favourite (logo n. 2 of the presentation). Moreover, he proposed to structure the project website as a tool to share and spread information both inside the project (among beneficiaries) and outside (to the project stakeholders). For this reason, he proposed to create a hidden section within the website and provide the project beneficiaries (including the associated partners) with a username and password to access it. This section will be used to share information, achievements but also to discuss and monitor the activities. As regards the domain, interregwater.eu was agreed unanimously by project beneficiaries.



Before giving the floor to the Project Officer, **WP1 – Management Costs** was presented. The Steering Committee and Project Management Board were established, and the LB asked the project beneficiaries to communicate the names and contacts of the appointed members within 2 weeks.

Mrs. Ranieri, in his remarks, provided a lot of useful information and suggestion about the legal aspects, reporting deadlines, procurement procedures, the appointment of external experts, tips tricks regarding the first and second level control and how to be well prepared for both project phases(see the presentation).In particular, Mrs. Ranieri suggested partners to:

- involve the JS when the Steering Committee meets;
- contact the JS anytime they need in order to proceed with the development of the project;
- appoint their FLC immediately and start implementing the activities and spending budget as foreseen in the Procurement Plan, within the 15th December;
- attend the seminars organized by the JS for the first level controllers (at least once a year is warmly recommended!);
- highlight the synergies with past projects;
- update the procurement plan in a realistic way.

WP4 - Pilot Actions was described in detail. LB showed the final rendering of the fountain that will be built in the green area surrounding the STP of Gallipoli and the construction time foreseen. Further details are available in the attached presentation.

For its pilot action, PB3 asked both the Lb and PB2 to provide them with detailed characteristics that the water tank should have, in order to proceed with the tender publication.

WP 5 – Innovative Testing phase and monitoring of results was described in detail. PB3 and PB5 confirmed that they will be able to launch the call to select the water tank suppliers in December 2018.

PB2 informed the Project Officer that a budget change will be requested in conjunction with the submission of the 2nd Progress Report, since they wrongly inserted the costs for laboratory consumables as 'equipment'. Mr. Spasiano (PB2) also asked to further check if the purchase of dedicated equipment is eligible, under the regulation of this Programme. PB3, the Municipality of Gallipoli confirmed the importance of the question raised by Mr. Spasiano as well. The Project Officer promised to provide the beneficiaries with a detailed answer promptly.

Following the Q&A session, the LP briefly summed up the issues discussed during the meeting, thanked everybody for their active participation and invited all the attendees to join the lunch break.

The second day of the kick-off meeting ended at 15.00.

Annexes:

- Attendance sheets of the kick-off meeting;
- Presentations displayed during the kick-off meeting.