

Kick-off meeting

January 9, 2014 14:30-16:00 CET time

<http://frea.adobeconnect.com/p2p69hqt8ih/>

Participants: Aija Zicika (LEIF), Elisabetta Penco (ANCI Liguria) , Elisa Cascioli (Are Liguria), Daniel Uppsäll (ESS), Nils Daugaard ECnet, P-A Persson (Sweden), Peter Defrancecshi (ICLEI), Simon Clement (ICLEI), Zane Ramane (LEIF), Boris, Henrik Lund (ZEA), Ivan Simic and Maja Petricec (REAN), Pernille Nøddekær (ECnet), Jørgen Grubbe (Hol)

1. Welcome (Jørgen)

Test of the setup for the online meeting and a short presentation of all participants

2. WP2 Task Force mobilization (Nils and Pernille)

Mobilization report, Mobilization template, Timeline for reporting

Templates for reporting of the task force interventions was presented and discussed. The report is intended to be used during the process of mobilization of the task forces.

Several of the partners reported that they had initiated the mobilization activities. The report should be finalized by the end of month three, which is in the end of the month of the meeting. It was agreed that a postponing of the deadline was necessary due to the slow start of the project caused by the Christmas holidays etc.

Some questions were raised concerning the reporting. It was agreed that each country shall make one common report for the country.

3. Administrative issues

Jørgen mentioned that it is important to make a full registration of all time spend during the calender days.

4. Other issues

Deliverables 2.1 and 2.2 signed agreements with other participants in the task forces were presented.

LEIF mentioned that there are some inconsistencies in the application. LEIF expected help from the Danish partner according to the application text. Pernille and Nils replied that the transnational twinning was cancelled by the Project Officer during the negotiation phase. However, the partners agreed to be aware of

the problem, and to discuss how to approach the issue.

The content of the Växjö partner meeting was discussed. ECnet and ZEA promised to distribute priorities for what the partners shall prepare for the meeting.

Minutes made by Jørgen Grubbe