



Provincia di Cremona

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EIE/07/064/SMART

Strategies to promote small scale hydro electricity production in Europe Kick Off Meeting - 29th - 30th JANUARY 2008

Report

Venue and participants

The meeting took place in Cremona at Milan Polytechnic - Cremona Branch - in via Sesto 41. All the representatives of the organizations that take part in the project attended the meeting. The Province of Cremona, which arranged the meeting as project coordinator, was represented by Marco Antoniazzi and Barbara Armanini.

On the 29th January, at 9.30 a.m., the Councillor for the Environment Giovanni Biondi opened the meeting: after welcoming the project partners, he mentioned the several initiatives carried out by the Province of Cremona in the field of renewable energy.

On the 30th January, at 9.30 a.m., the President of the Province Giuseppe Torchio opened the meeting: after welcoming the project partners, he highlighted that, along with the SMART Project, the Province of Cremona is working for the strategic enhancement of the Po River, the major Italian river, both as regards the energetic point of view and navigability.

The list of all the participants and their contact details are enclosed in a separate attachment.

Topics of the meeting

Introducing the partners

Each organization briefly described its significant activities and experiences in the field of mini hydro power, and it made references to its water supplies.

Introducing the project

The Province of Cremona, as project coordinator, explained:

- the project objectives;
- the activities to carry out (work packages);
- the methods of payment as regards grants;
- the basic principles regarding expense invoicing.

Communication among partners and external

A project mailing list, that partners can use to communicate among them, will soon be activated, and by April 2008 the official web site of the SMART Project will be activated: access passwords will be promptly communicated so that all authorized people will have the chance to add their prospective papers.

Managing the project

Under Art. I.6 of the Grant Agreement – EIE/07/064/SI2.466791, the documents listed below must be delivered to the European Commission within the following deadlines:

- a “**Progress Technical Report**” relating to the period from the first to the ninth month (15th January 2008 and 15th October 2008), which must be submitted by the 14th November 2008 and which will be prepared by the Province of Cremona with the essential help of the other partners;
- an “**Interim Technical Report**” and an “**Interim Financial Report**” relating to the period from the first and the twentieth month (15th January 2008 and 15th September 2009), which must be submitted by the 15th October 2009 and which will be prepared by the Province of Cremona with the essential help of the other partners;
- a “**Progress Technical Report**” relating to the period from the 15th September 2009 and the 15th June 2010, which must be submitted by the 15th July 2010 and which will be prepared by the Province of Cremona with the essential help of the other partners;
- a “**Final Technical Report**” and a “**Final Financial Report**” relating to the whole period from the first to the thirty-sixth month of the project (from the 15th January 2008 to the 15th January 2011), which must be submitted by the 15th March 2011 and which will be prepared by the Province of Cremona with the essential help of the other partners.

In order to draw up each “Technical Report” **each partner will have to fill in a template file**, within a set period of time, which will be sent to the Province of Cremona in due time. Basically, the Technical Report describes the progress made and the documents produced during the reference period.

In order to draw up each “Financial Report” **each partner will have to fill in a template file**, within a set period of time, which will be sent to the Province of Cremona in due time. Basically, the Financial Report comprises Excel charts which must describe the costs incurred and the documents produced in the reference period.

The template files can already be downloaded from the website:
http://ec.europa.eu/energy/intelligent/implementation/financial_en.htm

Financial aspects

The European Commission allocates financial support to the Province of Cremona, the project coordinator, which, in turns, distributes it to its partners within 30 days of receipt.

The payments expected from the European Commission are as follows:

- 30% of expected costs as an expense advance, by the 29th February 2008;
- 40% of expected costs, only once the previous 30% has been fully used and in any case after the presentation of the “**Final Technical Report**” and the “**Final Financial Report**”.
- the balance of about 30% of expected costs, only following the approval of the “**Final Technical Report**” and the “**Final Financial Report**”.

Introducing Work Package II

The Province of Cremona, as project coordinator, noticed a **substantial non-fulfilment** by the University of Zagreb, leader of Work Package 2, as regards the coordination of work and the planning of the deadlines relating to WP2. In particular, neither topics relating to WP2 were presented nor a strategy to achieve set objectives was proposed, among which is the drawing up of the manual for local public operators. On the 29th January 2008, during the afternoon session, in order to fill the gap, the Province of Cremona proposed a table of contents for the manual, that the partners had the chance to discuss and further develop, achieving agreement on the following final table of contents:

“Five countries involved: Italy (Province of Cremona), Croatia (University of Zagreb and Karlovac County), Norway (NTNU), Greece (Regional Secretariat of Attica), Austria (Energyagentur Waldviertel).

Table of contents:

Chapter 1 – Inalienable principles regarding the right to use water in the different countries (2 pages by each partner);

Chapter 2 - Analysis of the laws in the different countries (9 pages by each partner):

- a) Introduction (power limit, why, delegated authority above and under project participants);*
- b) For SHP – procedures and Technical documents to submit (authorities that grant permissions, technical, economic and environmental sections of the laws);*
- c) Timing of procedures ((from application to license granting);*
- d) Costs (taxes, procedure fees, other compensation costs);*
- e) Evaluation criteria (for all procedures);*
- f) Procedures to connect the plants to the Grid;*
- g) Weak points of the different regulations regarding the previous points (weak points of every national legislation);*
- h) Common discussion and final recommendation (where it is possible since the principles of law are very different);*

Chapter 3: Analysis of the laws in countries other than those of the partnership (including a general overview of the situation of SHP implementation): (3 pages by each partner)

- a) in Portugal and Spain: Cesi Ricerca spa;*
- b) in Serbia and Bosnia: Karlovac County;*
- c) in Bulgaria and Romania: RSA;*
- d) in Germany and Poland: EAW4.*

Chapter 4: Different environmental impacts concerning SHP exploitation

(Cesi Ricerca will prepare and send a check list in English to the WP2 leader and the WP2 leader will read the American websites and will define a common check list of impacts to submit to local public operators by September 2008)

Chapter 5: Intervention strategies to improve existing regulations (2 pages by each partner) (after Chapter 1 and Chapter 2, a common proposal for EU and national authorities);”

Work Package III (start date: 1st June 2008)

The Province of Cremona, as project coordinator, noticed a **substantial non-fulfilment** by the University of Trondheim, leader of WP3, as regards the coordination of work and the planning of the deadlines relating to WP3. In particular, neither topics relating to WP3 were presented nor a strategy to achieve set objectives was proposed, among which is the CD Rom comprising the policies, the tools and the methods, well known at European level, which can be used by the operators of the local Public Administrations in analysing mini hydro power plants. On the 30th January 2008, during the morning session, the representatives of NTNU assured they would send the following documents to all partners by the end of March 2008:

- a proposed strategy on how to organize the Work Package;
- a proposed table of contents for the CD Rom;
- a proposed list of possible software to adapt to the partnership territories;
- proposed deadlines and roles relating to the works of the WP, taking into account the aptitude of each partner towards administrative procedures (public authorities) and towards technical procedures (Universities and Research Centres).

Introducing Work Package IV (start date: 1st January 2009)

Cesi Ricerca spa, as WP4 leader, presented the topics of the WP and the relating expected results, and proposed a behaviour strategy that was largely agreed by all participants.

The actions and deadlines are clearly outlined in the slides attached to this report.

Dissemination

As regards promotion activities, the Province of Cremona reminds that by June 2008 the first official newsletter of the project must be presented; it will describe in depth the topics discussed during the Kick-off meeting and the publication of the official website.

Next Meetings

Further 4 project meetings are planned, and all partners are required to participate.

The provisional dates and venues are:

- by the 15th September 2008 in Karlovac, arranged by the Karlovac County;
- by the 15th May 2009 in Milan, arranged by Cesi Ricerca spa;
- by the 15th January 2010 in Trondheim, arranged by NTNU;
- by the 15th September 2010 in Athens, arranged by RSA;

By the 15th January 2011 in Cremona, the final meeting of the project will be arranged by the Province of Cremona.

The Province of Cremona reminds all partners that the official representatives of the European project must guarantee they will attend the meetings. If partners wish to send different representatives, who belong to businesses or entities other than those of the signatories of the “contract mandate”, such representatives must be provided with **an official letter of authorization on headed paper of the signatory partner**.

Website

While waiting for the official website, you can download this report and the papers that the partners presented during the meetings on the 29th and 30th January from the following website address:

<http://www.provincia.cremona.it/servizi/ambiente/puntoen/?ss=16&sv=83&sa=222&ip=1341&pp=1>