



Summary- Minutes of WaterCAP Taskforce - WP3 Workshop

9-11th December 2013, Bad Zwischenahn, Haus am Meer

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Participants: (included list in Annex)

Agenda / Objectives:

The central goal of this meeting was to clarify format and content of the MTTF meetings. Therefore, we aimed at

- Clarifying expectations and format of the planned MTTF meetings
- progressing with the MTTF planning by a detailed problem analysis and description for each partner and identification of “supporters” for MTTF meetings
- Introducing an OOVV case study: “Urban flood and storm water management” and
 - o Using it as a test case for the CANVAS in order to decide on the role of CANVAS in the MTTF meetings
 - o Offering an opportunity to exchange and learn about the OOVV approach in urban flood management with regard to the situation at Pferdemarkt

These minutes summarize the main results from the meeting and tasks agreed on.

Agreed Tasks – please check and implement!

For further time planning, please consider the following dates not to interfere with your planning:

- 10-13th November 2014: Final WaterCAP meeting (UK?)
- 25-26th June 2014: Annual Interreg Conference (Aberdeen)

Task	Main person responsible	deadline
Use InterReg and WaterCAP Taskforce – Logo!!!	All in each occasion....	...when you refer to WaterCAP taskforce activities / outcomes....
Fill out template and share with supporters / key persons	Persons identified as responsible for MTTF meetings	17 th December
Publish PD film on webpage	KCA / Irene?	ASAP
Deliver news regularly to KCA for inclusion into website (see xls-sheet Trine sent around twice).	All	At least: twice: <ul style="list-style-type: none"> - one month before each MTTF meeting - one week after each MTTF meeting
Include calendar to webpage with MTTF meetings, and with general meetings of WaterCAP taskforce	KCA	
Include same calendar to newsletter	PD / Ben	In time for 1 st edition
Develop special dissemination material for Annual Meeting of Interreg Programme in Aberdeen	PD / Ben	In time for conference in Aberdeen on 25/26 th June ‘14
Adapt Canvas to include space for documenting “added value”	Rutger / Deltares	2 nd week of January
Explore survey monkey as a mean to elicit knowledge from external experts	Rutger / Deltares	2 nd week of January



Progress on MTTF meetings

The discussions showed that there is a broad range of expectations towards the MTTF, with regard to both the format and the content.

In general, the partners want to go for novel solutions and foster collaborative planning but not “re-invent “the wheel again”. The common denominator of the resulting formats is that the meetings are organized preliminary within existing network, including new colleagues from the different organizations. Opening the network to new organizations will be very targeted, and building on the results of earlier MTTF processes.

Concerning the format of the MTTFs, majority of the meetings will be small meetings with 10 to 20 participants including a variety of interactions (presentation, discussion, excursion, exercises). However, a few meetings will be more conference-style like, and include more participants.

Figure 1: On the scale from 0-10, how well do you feel engaged with the MTTF meetings? 0= “I don’t have a clue but slowly get started”; 10= “All fixed and set, participants can come.”

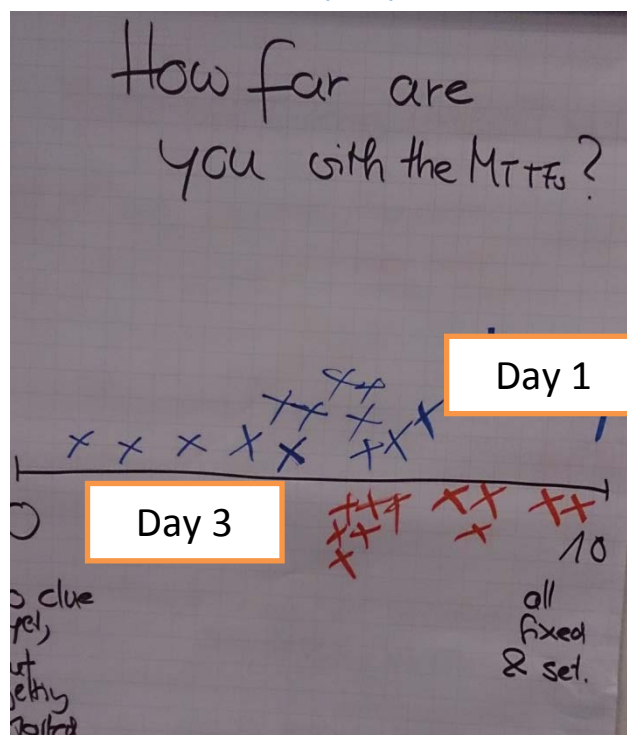
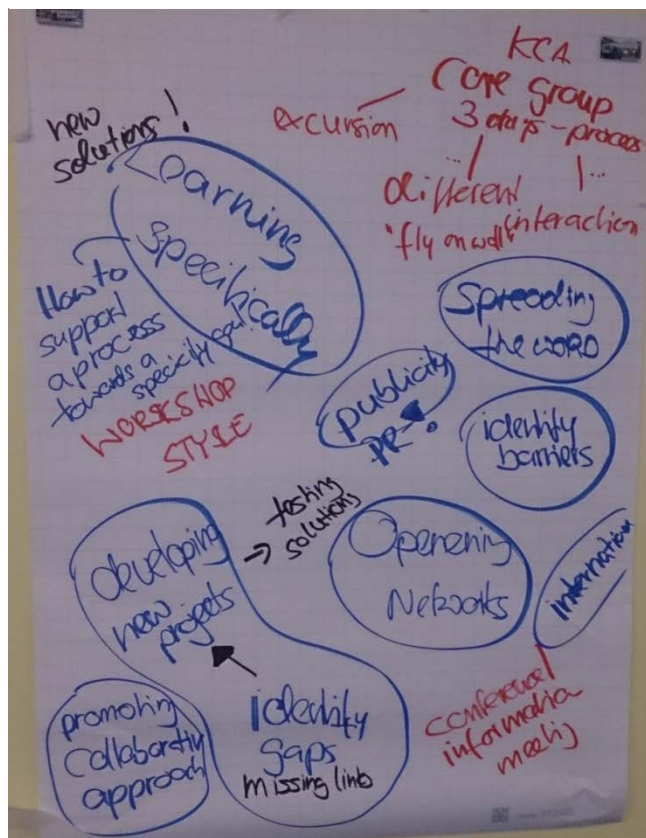


Figure 2: Expectations towards MTTF meetings: Format & outcomes.



Inviting the appropriate stakeholders is a core aspect for a successful MTTF meeting.

Non-WaterCAP taskforce project members to participate in the MTTF meetings **need trust in the expertise of the Interreg experts, they need an interest in best practice, or a problem area where they want (to explore novel) solutions.**

Participants need to connect the WaterCAP taskforce expertise content wise and language wise.



Expectations towards the MTTF by the WaterCAP taskforce partners included:

- Developing a shared level of knowledge
- Not reinventing the wheel
- Encouraging new, collaborative ways of managing climate change adaptation in water management
- Novel solutions: find out what other people are doing
- Work on specific issues
- Identification / learning about best practices (also with regard to processes)
- Hands-on experience by field trips and excursions
- Opening the (Danish) networks among the municipalities to Interreg expertise (conference like meeting)
- Smaller meetings on specific problems
- Identification of knowledge gaps to develop new proposals

During the speed-dating exercise, issues and supporters were defined for one issue per partner.

As the need for interaction included often visits both in the home-region as well as with the supporter's region, MTTFs meetings can be said to be more MTTF processes with 1-2 meetings.

Table 1 below provides an overview on the outcomes of the speed dating, and the current state of planning. As it shows, for each MTTF, responsible persons have committed themselves to ensure implementation. This starts with setting the dates for each of the planned meetings before 17th December.

More information can be found in the MTTF templates. These have been filled out during the meeting. A complemented version should be sent out by the MTTF organizers to the various supporters to agree on the main characteristics of the MTTF. As this, they present a shared basis for further preparation of the MTTFs as well as for dissemination / PR work. The tasks / steps agreed on to progress the MTTF meetings further are summarized in the beginning of the document.

A master-template has been uploaded by Irene to Dropbox Folder which takes already into account the insights from the workshop.

Table 1: Status of MTTF Meetings, 11th December 2014, Bad Zwischenahn.

	MTTF / Problem Owner (contact person)	Problem / Main theme	Aim / Expected Results / Optimal result (measure, joint project / publication, new insights)	Supporter : (contact person)	Stakeholders to invite to MTTF: who?	Format (Workshop, week long visit, conference style...)	Date	Next steps...
1	KCA Irene Wiborg	Water Governance - ???		RT: KCA visits RT to learn about their approach to finding solutions together / coll. Planning (with regard to WFD)	Danish and UK experts from KCA and via RT	2* Three days process meeting: 10-15 Danish experts (agri. / Water management) interact in different ways	End of April, End of June	-
2	OOWV Silke Bucker	Legal Frame / how to reach the targets for Nitrates?		KCA: visits OOWV, test N-min- method (Hans Thyssen) OOWV: Christina Aue	Three Danish experts each from KCA and from OOWV	2*2 days- visit, incl. one day excursion (in D & DK)	End of March '14 And early April '14	- List of question -
3	Rivers Trust Alistair Maltby	Sustainable drainage		OOWV / urban flooding excursion (all partners)		2,5 days incl. site visit	Early July	-get contacts for participants - develop a program
4	CDR Rolf Johnsen	Barriers towards sea flooding		RT, Deltares>> nice show case	Danish experts from municipalities	Study tour to UK & NL, conference in DK	26-28 th May '14 6 th Oct '14	- Program devel. - Check with SH
5	Prov Drenthe Rinke van Veen	Irrigation efficiency		KCA RT provides contact to UK org.	LWK Nds. UK – National Farmer union	2 day visit incl. field trip in Drenthe Returnvisit in DK	16/17th June Sept. '14	- Programme, agree with KCA

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6	Prov Drenthe / KCA Rinke van Veen	????sustainable farming		PD / KCA: exchange on sustainable farming			Needs more discussion	
7	OOWV Silke Bucker	Saltwater intrusion	Exchange with similar case studies to improve own practice for managing groundwater bodies under the threat of saltwater intrusion	CDR: Rolf Johnsen	Participants from SWIM conference LIAG, BGR (Partner of NaWaG)	Workshop on SWIM conference		<ul style="list-style-type: none"> - Contact conference organizer on options for workshop - Develop abstract? - Deadline for abstract submission to conference: 1st February 2014

Role of Canvas

As a tool for either assessing the impact of the implementation of a measure or simulating a stakeholder dialogue, Canvas was presented in order to identify its potential in supporting the MTTF meetings. Based on the short introduction of the Canvas by Rutger and the exercises the Canvas was appreciated as a tool structuring knowledge. Its starting point is always a solution.

The following feedback was collected:

Strengths of Canvas	Room for Improvement / Open questions
<ul style="list-style-type: none">- Good experience if <u>expert knowledge</u> on a particular solution is already available.	<ul style="list-style-type: none">- It starts broad, gets then rather specific. This demands the user to decide which threat / agenda to follow. Complex impacts of a solution may make it difficult to follow.
<ul style="list-style-type: none">- It helps raising new questions but does not provide a decision in the end. It is thus more an “early-stage” tool in planning.	<ul style="list-style-type: none">- For comparison of different measures, a methodology and criteria need to be developed, e.g. ensuring the balancing of the sustainability triangle.
<ul style="list-style-type: none">- Still, for a decision process it is important not to choose too early the solution, or involve stakeholders already before Canvas.	<ul style="list-style-type: none">- The box “solution” could be split into “suggested solution” and “final one”
<ul style="list-style-type: none">- Canvas helps you reflecting on a process.	<ul style="list-style-type: none">- How do we make sure that the participatory approach is merged into Canvas
<ul style="list-style-type: none">- Canvas can help you to identify more need for experts.	<ul style="list-style-type: none">-
<ul style="list-style-type: none">- It can easily be explained, and is easy to use.	<ul style="list-style-type: none">-
<ul style="list-style-type: none">- It provides good learning to take another stakeholder’s perspective.	<ul style="list-style-type: none">-

The role of Canvas was considered to be individually defined by each organizer of the MTTF.

Different options were considered possible:

- Canvas could be used as a starter to get people thinking, to develop a shared platform for further discussion.
- This role could be
 - o during the early stages of preparing a meeting, or
 - o for a first input from external experts on a specific measure, or
 - o during the meeting.
- A barrier is still the time necessary to understand and fill this in.
- If in contact with external experts on a specific measure, it might be easier to use it as a structured interview or survey approach. The results of such input could be used for designing the program of the MTTF meeting.

WP2 – Communication

Two newsletters are planned within the next year. One might be combined with special dissemination material for the Interreg conference in June (Aberdeen). Ben has made already one Video – and is planning for one or another more. The video is unfortunately not yet uploaded on the webpage but this will be changed soon. Irene takes care of it.

KCA wants to establish the webpage stronger by presenting ongoing activities. For this, all partners are strongly encouraged to provide material for the webpage, in about an appropriate format. Trine is willing to revise but does not have the time to extract text from long documents. Pictures always welcome!

Beyond this, communication is linked to the MTTF meetings. Province Drenthe (Ben) offers technical support but refers to CDR (Rolf) on any budget issues.

It is suggested that each partner announces his / her MTTF about a month before the meeting, and presents a short report (200 words) just after the meeting. This would keep our webpage rather busy.



New flag for the MTTF Meetings