

## MOSES Project, December 5<sup>th</sup>, 2018

### Rijeka (Croatia)

### 2° Steering Committee Meeting Minutes

The second Steering Committee Meeting of MOSES Project takes place on December 5<sup>th</sup>, 2018 in Rijeka by hospitality of project partner *PP1-Primorsko-goranska županija*.

All project partners are attending the SCM.

Mr. Massimiliano Angelotti, as Lead Partner of MOSES projects and chairman, informs that the SCM can take place and declares the meeting open.

The agenda of the second Steering Committee Meeting of MOSES project faces the following points to be discussed:

- 1) Delivery of the signed Partnership Agreement
- 2) Appointment of FLCs
- 3) Recovery of delay in progress reporting and implementation of activities
- 4) According on the extension of project duration
- 5) According on the establishment of an additional coordination meeting
- 6) Workplan and timeplan changes
- 7) Problems connected to SIU
- 8) Second budget change
- 9) AoB

- 1) The Lead Partner provides in delivering the manually signed copies of the Partnership Agreement to the other project partners as obligation forecasted by the Application Form and as established during the first Steering Committee meeting of February 2018.  
The SC declares the activity implemented.
- 2) The Lead Partners makes the point on the missing assignments of the First Level Controllers to be appointed for the project. All FLCs have been appointed by project partners except for *PP2-Molise Region*.  
LP asks to *PP2-Molise Region* to speed up the procurement procedure for the appointment of its own FLC in order to be able to report expenses related to Period n.2 during the next three months.  
*PP2-Molise Region agrees*.  
The SC doesn't have other objections.
- 3) The Lead Partner asks to the SC members to provide for concrete measures in order to cover the financial delay in reporting shown with financial table tool during the Coordination Meeting. Considering the overview of the financial progress for reporting Period n.1 per project partners and per work-packages and comparing the amount forecasted in application form and the real amount reported, the SC agrees with the LP observing the large delay and affirms to make all efforts for recovering during Period n.2 and Period n.3.

- 4) In accordance with the results of the discussion had in the Coordination Meeting session and considering what has been decided within point n.3 of the agenda of the SCM, the Lead Partner asks to the SC members to give their opinion regarding the need of a request for a possible extension of n. 3 months of the project duration until 30<sup>th</sup> September 2019 to be asked to the Managing Authority and to the Joint Secretariat, in order to fully implement all the technical and pilot activities, given that some of the pilots and the envisaged infrastructure works are facing delays and can not be performed by the present final date of the project duration (30.06.2018).  
*PP3 Istituto sui Trasporti e la Logistica ITL* asks to have some additional days to have an internal decision based on the direct involvement of the General Director of PP3 ITL. All other partners approve the need of the request of project extension of three days. As soon as also *PP3 Istituto sui Trasporti e la Logistica - ITL* will be able to formalize its consent, the proposal of submitting the request for the mentioned extension will be considered approved by the whole partnership as SC decision.  
 The SC approves.
- 5) In accordance with the results of the discussion had in the Coordination Meeting and considering what has been decided within point n.4 of the agenda of the SCM, the Lead Partner asks to the SC members to give thier own opinion regarding the schedule of an additional Coordination Meeting before the Project Final Conference, that according to the Application Form should be held on June 2019, to be organized approximately in May 2018 by one partner who did not organize until now a Coordination Meeting and that is not in charge of the organization of the Project Final Conference, that means *PP2-Molise Region (IT)* or *PP4-Region of Istria*.  
 The SC approves and partners affirms they will be organizing their agendas in the further weeks in order to establish place and date of the next additional Coordination Meeting also according to their project budget availability.  
 The SC agrees also to have the Project Final Conference to be held in Trieste (IT) and organized by the LP (FVG Region) postponed to September 2019 if the project request for a three months extension will be approved by the MA and JS.
- 6) Considering approved points n.4 and n.5 of the agenda of the SCM, the Lead Partner asks to the SC members to take into account the possibility to have changes in their activities and timetable, reminding that any modifications is conditioned by the approval of the Joint Secretariat (in case of MINOR CHANGES) or of the Managing Authority (in case of MAJOR CHANGES). The LP asks then to SC to have again an overview on the two cases in order to understand the procedure to be eventually followed.  
 The SC agrees and affirms partners will communicate to LP as soon as possible the decisions taken in terms of activities changes and/or integrations needs.
- 7) In relations to the functioning of SIU system, the Lead Partner asks to the SC to expose problems that partners faced managing with SIU in occasion of the first Progress Report. *PP1-Primorsko-goranska županija* affirms they had problems in reporting expenses connected to their procurements as the amount available in SIU for reporting was smaller than the real amount related to the procedure and the bigger amount was not allowed to be inserted. The problem is therefore the eventual overbudget to be reported that the SIU system does not allow, as it happened in submitting the 1<sup>st</sup> partner progress report. *PP3-Istituto sui Trasporti e la Logistica* faced problems in the context of staff costs as considering the real amount to be reported and calculated on the basis of real hours worked on the project in Period n.1 and the gross hourly costs, SIU system lets report only the maximum corresponding to gross amount reported in the payslips of staff members. Considering that, and given a similar experience made by the LP, the SC agrees that it is necessary to contact the Joint Secretariat in order to let its technicians to bring changes in functioning of SIU with reference to what exposed.
- 8) Considering approved all previous points of the agenda of the SCM, the Lead Partner asks to the SC members to take into account the possibility to have budget changes reminding that any modifications is conditioned by the approval of the Joint Secretariat (in case of MINOR CHANGES) or of the Managing Authority (in case of MAJOR CHANGES). The LP asks then to SC to have again an overview on the two cases in order to understand the procedure to be eventually followed.  
 The SC agrees and affirms partners will communicate to LP as soon as possible the decision taken in terms of budget changes.



- 9) No further points are needed to be discussed by the SC and the Lead Partner declares that the second Steering Committee Meeting can be considered closed.