TEMPorary USes as start-up actions to enhance port (in)tangible heritage

# D5.1.3 – TF3 Meeting reports RP9

# (January – February 2023)

## Document control

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| Version | Date | Author(s) | Comments |
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## INTRODUCTION

In period 9, the task force 3 has met twice, first on January, 26th during the six-monthly CBC meeting and then on February, 16th 2023. The former meeting has foreseen a general presentation on the work progress and, consequently, the planning of the last missing actions, while the second has been focused on the development of the Platform Sustainability Plan (D5.2.2).

## 1. JANUARY, 26TH 2023: SIX-MONTHLY CBC MEETING

The participants list of this meeting can be found in the related D1.2.2 six-monthly management meeting report.
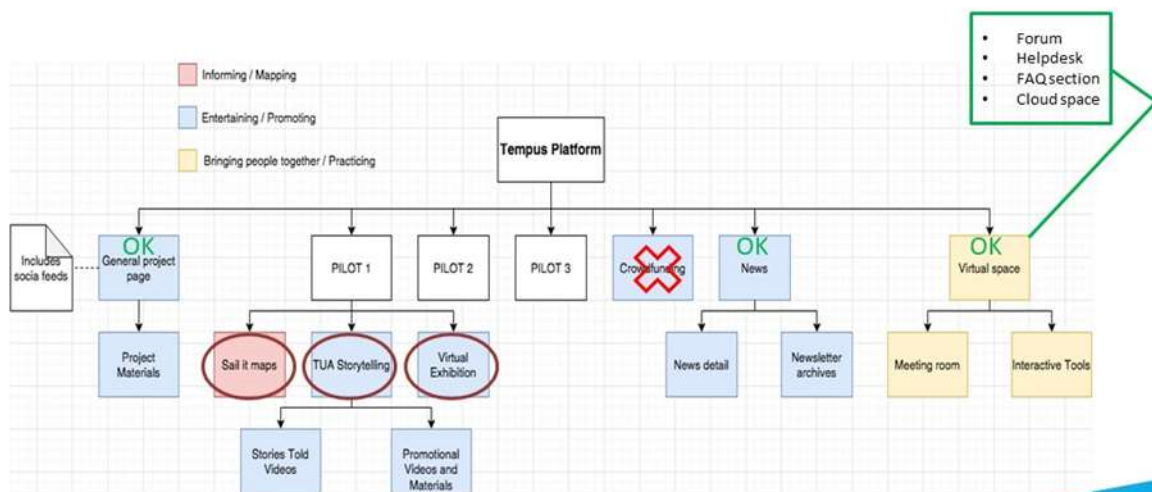


*Figure 1 Slide shown during the meeting to showcase the state of the art*

A representative of CNR-ITC has presented the state of the art of the TEMPUS Platform development and has listed, for each section, which were the issues to address/ contents to add.

At the current time, the platform's pilot sections still need to be completely populated with activities/ results-related contents, due to their shift forward.

Next steps and related deadlines for platform's completion and fine-tuning have been agreed as follows:

- By February, 7th UNIBO will formally validate the sail-it maps' data entry module (they will be given access to the backend);
- From February 8th to March 3rd UNIBO, Grad Solin and PPMHP will take care of the sail-it maps data entry for their pilots;
- All missing materials (texts, pictures, videos) to complete the storytelling section will be handed by February 17th; of course, the storytelling is dedicated to the pilot progress, so the handed materials will mirror the state of the art; further contents related to the pilot action conclusion will be handed and uploaded to the platform in a later stage;
- The storytelling sections will be populated directly by the related pilot leaders (UNIBO, Grad Solin and PPMHP) by accessing to the dedicated backend section; step-by-step instructions on how to do it will be given by the external expert in charge of the platform development;
- The crowdfunding space proposed in the AF will not be developed in the project implementation period, due to a lack of time available and, above all, of the need to address a number of related technical and data-treatment issues that could not be addressed at this point of the project implementation; nevertheless, the addition of this section will be brought to the attention of the LGGs members in the post-project period.

Moreover, partners have agreed to set-up an extraordinary TF3 meeting to discuss the Platform Visibility Plan.

## 2. FEBRUARY, 16TH 2023: EXTRAORDINARY MEETING ON PSP DEVELOPMENT

TF3 Leader CNR has organised an online meeting dedicated to the development of the Platform Sustainability Plan with pilots' representatives and RERA as the leader of communication WP.

| Meeting title | **TF3 Meeting** | | |
|---|---|---|---|
| Participants | 12 | | |
| Start time | 16/02/23, 8:57:26 AM | | |
| End time | 16/02/23, 10:40:35 AM | | |
| Duration | 1h 43m 9s | | |
| Average participation time | 53m 45s | | |
| | | | |
| **PARTICIPANTS** | | | |
| **Name** | **First access** | **Last exit** | **Duration** |
| Francesca Picenni (CNR-ITC) | 2/16/23, 9:22:26 AM | 2/16/23, 10:34:25 AM | 1h 11m 58s |
| Marco Padula (CNR-ITC) | 2/16/23, 9:21:28 AM | 2/16/23, 10:34:40 AM | 1h 13m 11s |
| Ivana Tokić (Solin Municipality) | 2/16/23, 9:32:12 AM | 2/16/23, 10:33:50 AM | 1h 1m 38s |
| Maria Rosa Bordini (Cna Ravenna) | 2/16/23, 9:32:12 AM | 2/16/23, 10:02:06 AM | 29m 53s |
| | 2/16/23, 10:02:24 AM | 2/16/23, 10:33:48 AM | 31m 24s |
| Saveria Teston | 2/16/23, 9:32:12 AM | 2/16/23, 10:33:47 AM | 1h 1m 34s |
| Nataša Ugrin (RERA) | 2/16/23, 9:32:12 AM | 2/16/23, 10:38:14 AM | 1h 6m 1s |
| Michele Mazzali | 2/16/23, 9:32:31 AM | 2/16/23, 10:34:35 AM | 1h 2m 3s |
| Federica Boschi (UNIBO) | 2/16/23, 9:33:51 AM | 2/16/23, 10:40:35 AM | 1h 6m 43s |
| Savorani Pietro | 2/16/23, 9:34:51 AM | 2/16/23, 10:33:49 AM | 58m 57s |
| Doris Sošić (RDA Porin) | 2/16/23, 9:34:56 AM | 2/16/23, 10:28:47 AM | 53m 50s |
| | 2/16/23, 10:29:22 AM | 2/16/23, 10:38:17 AM | 8m 54s |
| Luka Strasek (PPMHP) | 2/16/23, 9:41:02 AM | 2/16/23, 10:34:35 AM | 53m 33s |
| Giuseppe Lepore | | 2/16/23, 10:27:42 AM | 52m 46s |

*Figure 2 Microsoft Teams' participants report*

Participants have been gathered to discussed together who would undertake the maintenance roles identified by the TF3 leader, i.e.:

- Maintenance of domain and website;
- WordPress and plugins updates;
- IT troubleshooting;
- Implementation of extra features;
- User registration approval;

- Forum and community moderation;
- Content updates (news, storytelling, Points of Interest, etc.);
- Marketing.

For each task/ role, it has been clearly explained what should be done, with which frequency and what kind of user access to the platform the appointed responsible should have.

Partners have expressed and cleared their doubts and started appointing roles (finalised list to be found in D5.2.2 Platform Sustainability Plan).

Moreover, participants have:

- started reasoning on the possible costs those maintenance roles would translate in;
- planned next steps for the preparation of the Value Proposition Canvas to be included in D5.2.2.

The meeting was adjourned with the engagement of all involved PPs to provided needed information on the abovementioned issues through the dedicated shared files/ tables so to be able to finalise the Platform Sustainability Plan by the end of March.