



WAMT meeting MINUTES 2015-11

Meeting description	
Meeting	<p>Title: Work Area Management Team monthly meeting Place: TelCo Date: 11 Nov 2015, 09:30 – 10:40 Author of the minutes: David Schwesig</p>
Attendants	<p>Anzaldua, Gerardo (Ecologic, WA1) Ugarelli, Rita (SINTEF, WA2) van den Berg, Gerard (KWR, WA3) Gomez, Francesc (CETaqua, WA4) Schwesig, David (IWW, WA5)</p>
	<p>Not attending but recipients of minutes: Lago, Manuel (Ecologic, WA1) Herman Helness (SINTEF, WA2) Theo van den Hoven (KWR, WA3) Ventura, Laura; Hernandez Garcia, Marta (CETaqua, WA4)</p>
Agenda	<ol style="list-style-type: none"> 1. Status Work Area 1 2. Status Work Area 2 3. Status Work Area 4 4. Status Work Area 5 5. WA2&3 meeting 2016



Main issues discussed Theme 1	
Status WA 1	<p>Making good progress. New draft of cookbook will be available at the end of this week for distribution to other partners. Will also be discussed with WP42, - meeting with adelphi is scheduled for December.</p> <p>WA1 submitted an abstract to the IWA World Water Congress, no decision yet.</p> <p>Organising a short meeting with the coordinator of the OpenNESS project. Meeting will take place on 30 November.</p> <p>Decision #16: D11.2 will be split in two parts. Part 1 (cookbook) will be finished in time, part 2 (sustainability assessment) by end of march at the latest. Impact on WP23 has been checked and is manageable (delayed delivery of D23.1 but no impact on D23.2 and D23.3).</p> <p>Some partners in WA3 are concerned about the timing of WA1 and its potential impact on work in the demo cases (e.g. design and duration of monitoring campaigns). This is acknowledged and taken seriously. It will be addressed by the following measures:</p> <ul style="list-style-type: none"> • WA3 partners will also receive the first draft of the cookbook by 13 Nov • In their communication about the cookbook, WA1 will offer the opportunity to clarify urgent fundamental questions on short notice (during November) and also explain the timeline for the more detailed technical exchange between WA1 and WA3. • Based on the feedback from WA3 partners, we'll decide on short notice whether there is a need for an additional WA1&3 meeting to tackle serious issues
Main issues discussed Theme 2	
Status WA2	<p>Same status as reported in October WAMT TelCo.</p> <p>First part of deliverable 22.3 (by KWR) should be ready by now, - availability needs to be checked with KWR. It should be put into the internal download area of the website.</p>



Main issues discussed Theme 3	
Status WA 3	<p>Status report given in October WAMT Telco is still valid.</p> <p>One issue in WP31: According to the DoW (MS28) the container with the lamella settler should be transported from the Emscher site to the Norwegian demo site in January. WP31 partners from both demo sites would like to modify this plan: extend the demo phase of the container at Emscher, and have it transported to Norway later (spring or even later). This is a minor deviation from the work plan and doesn't require a formal WAMT decision or amendment of the DoW. However, WAMT is asking the WP lead to be informed if the transport is postponed by more than six months.</p>
Main issues discussed Theme 4	
Status WA 4	<p>The 4th newsletter finished and will be mailed and published online today.</p> <p>Work on the annual magazine has started, publication expected towards end of 2015. It will contain a map and information about every demo site. Additional content is to be developed. WA4 lead will approach WA-leaders and ask for recommendations on content and interview partners for the magazine. Feedback by WA leaders should be provided within the next two weeks. Coordinator should approach EC project officer whether he/she would also be available for an interview.</p>
Main issues discussed Theme5	
Status WA 5	<p>Scientific and financial reports are approved. Coordinator expects to receive the interim payment quite soon (next week) and will start the distribution procedure.</p>
Main issues discussed Theme6	
WA2&3 workshop	<p>Planned for March 2016- Similar format as the Athens meeting in 2014: Focus on WA2&3 but also slots available for interaction with WA1 and WA4. KWR willing to host the meeting. 1.5 – 2 days, - half a day can be an excursion to the Westland demo site (approx. 1 hour by car). Gerard will check availability of meeting facilities at KWR, and David will start a doodle poll among WP leaders to find a date. A "save the date" message will then be sent to all project partners.</p>



Next steps / Following actions	
Action 1	<p>Action: Distribute cookbook to WA3 partners with some additional info on options for Q&A, feedback, and timeline for technical exchange</p> <p>Responsible: WA1 leader</p> <p>Deadline: 13 Nov</p>
Action 2	<p>Action: Check availability of D22.3 part 1 with KWR</p> <p>Responsible: WA2 leader</p> <p>Deadline: 13 Nov</p>
Action 3	<p>Action: Inform WP31 about flexibility with regard to MS28 (container to Norway)</p> <p>Responsible: WA3 leader</p> <p>Deadline: 13 Nov</p>
Action 4	<p>Action: Suggestions for magazine content and interview partners</p> <p>Responsible: ALL</p> <p>Deadline: WA4 leader approach all by 13 Nov; all: reply by 27 Nov</p>
Action 5	<p>Action: Suggestions for magazine content and interview partners</p> <p>Responsible: ALL</p> <p>Deadline: WA4 leader approach all by 13 Nov; all: reply by 27 Nov</p>
Action 6	<p>Action: Start doodle poll for March meeting in NL</p> <p>Responsible: David</p> <p>Deadline: 13 Nov</p>

Next WAMT TelCo: 16 December 10 a.m CET

