



**MINUTES WEDNESDAY, 26 TH OCTOBER 2005**

Morning Session

11:00	Welcome	Walter Leal, TuTech GmbH, Michael Staudt, GTK
11:05 - 11:15	Tour de table <i>List of participants in the kick-off documents</i>	Partner presentation
11:15 - 11:45	The SEAREG project as an entry point for the ASTRA project <ul style="list-style-type: none"> <li>• <i>Scenarios: showing the range of possibilities</i></li> <li>• <i>Describing the approach of SEAREG based on the case study areas</i></li> <li>• <i>Some comments on the (ASTRA) pre-meeting with the Finnish partners: climate change issues are starting to be taken into account in planning and planning strategies in Finland</i></li> </ul> <p>Questions:</p> <ul style="list-style-type: none"> <li>• <i>Leal: Were training sessions involved in SEAREG? We did cooperation, and training took place on both sides (scientists and practitioners)</i></li> <li>• <i>Schernewski: What's about the Usedom-results? Results are very detailed and elaborate, but not shown in the presentation because of the controversial reaction of the local and regional planners.</i></li> <li>• <i>Eisenack: Exchange of experiences between planners of different areas/regions? SEAREG helped to rise awareness by distribute the results from the different case study areas</i></li> </ul>	Philipp Schmidt-Thomé, GTK
11:45 - 12:15	Introduction to the ASTRA project- Structure, Partnership, Case studies <i>Points not included in the presentation:</i> <ul style="list-style-type: none"> <li>• <i>Tallinn will be added as a associate partner (outer circle) in the project</i></li> <li>• <i>Consortium Agreement will be sent to the partners week 43/44 by GTK</i></li> </ul> <p>Questions/Comments:</p> <ul style="list-style-type: none"> <li>• <i>Leal: USA (NOAA) showed interest in ASTRA after the last storms like Katrina and Wilma.</i></li> <li>• <i>Leal: Progress in WP2 and WP3 already considerable. ASTRA is an open project to involve more people and spread the results.</i></li> <li>• <i>Schernewski: When take the next meetings place? Dates will be set in the kick-off part for WP2.</i></li> <li>• <i>Staudt: 1 page about the basic ideas in the case</i></li> </ul>	Michael Staudt, GTK



	<p><i>study areas from the responsible partners for the first newsletter and progress report until end of 2005.</i></p> <ul style="list-style-type: none"> <li>• <i>Schmidt-Thomé: Dissemination of ASTRA results to EU and international contacts.</i></li> <li>• <i>Schmidt-Thomé: half-year activity reports in the responsibility of GTK. Partners contribute min. one page about own activities as input. Due to the structure of the activity reports there is no space for very detailed information.</i></li> </ul>	
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Afternoon Session

13:15 - 14:15	<p>Regional Impacts of Small Scale Assessment of Climate Change</p> <p><i>Questions/Comments:</i></p> <ul style="list-style-type: none"> <li>• <i>Leal: Do you make some provisions for the cumulative aspect in the syndrome-approach? One of the possibilities might be a vicious circle. There might be different settings in different regions although showing the same syndrome.</i></li> <li>• <i>Eisenack: we should collect an inventory of impacts. Some impacts might not be dealt with at the local level.</i></li> </ul>	Dr. Jürgen Kropp, PIK and Klaus Eisenack
14:15 - 14:30	<p>Lessons learnt from Interreg IIIB programmes</p> <ul style="list-style-type: none"> <li>• <i>shifted to 27.10.05 morning</i></li> </ul>	Prof.Dr.Walter Leal, TuTech GmbH
14:30-15:00	<p>WP1: Adaptation strategies for Regional planning purposes</p> <p>Introduction to the WP</p> <p>Content, work plan</p> <ul style="list-style-type: none"> <li>• <i>WP leader and WP1 sub-project leader will be set Friday</i></li> <li>• <i>Schernewski: PIK's involvement? Support in development in adaptability-indicators?</i></li> <li>• <i>Kropp: In principle PIK has extensive data-access: env. inventory, CC, downscaled information of SLR. Technological capability for flood-risk assessment (for natural system). Proposal: Integrate this information and the information about social, institutional system.</i></li> <li>• <i>Schmidt-Thomé: One red line for all case study areas, but still individual freedom depending on the needs for each case study area.</i></li> <li>• <i>Eisenack: First scoping of the case study areas, then feedback and exchange. (questionnaire developed by PIK and YTK)</i></li> <li>• <i>Eisenack: PIK contributes to climate change modelling <u>and</u> the social, institutional part (in cooperation with YTK)</i></li> <li>• <i>Template for information about the case study areas:</i></li> </ul>	Michael Staudt, GTK



	<i>deadline? content?</i>	
15:30 - 15:45	<p>Consequences of climate change in the Oder/Odra estuary region</p> <ul style="list-style-type: none"> <li>• <i>Holger Janssen (IOW) will work in the ASTRA project</i></li> <li>• <i>Joint approach for coastal area and river basin</i></li> <li>• <i>Main problems: SLR (incl. land subsidence), changes in precipitation pattern and water pollution pattern</i></li> </ul> <p><i>questions/comments:</i></p> <ul style="list-style-type: none"> <li>• <i>Leal: Other pressures in the area? migration, industry change</i></li> <li>• <i>Schmidt-Thomé: How will the involved planners react in ASTRA, because they left SEAREG? This will be work now hopefully better.</i></li> <li>• <i>Planners involved: regional planners, planners responsible for coastal protection. No strong feedback from Polish planning side, but the voivodship is involved.</i></li> </ul>	Dr. habil. Gerald Schernewski, IOW
15:45-16:00	<p>Climate change in the Gdansk Region</p> <ul style="list-style-type: none"> <li>• <i>discussion with local stakeholders about a week ago (17.10.1005). Identification of main problems.</i></li> <li>• <i>Floods (marine, river), ground water (ground water level rise, salt water intrusion), coastal erosion (dunes, cliffs)</i></li> <li>• <i>willingness of Tricity stakeholders to cooperate</i></li> </ul> <p><i>questions/comments:</i></p> <ul style="list-style-type: none"> <li>• <i>Schmidt-Thomé: Document the problems of the willingness to use SEAREG and ASTRA results and the legal obstacles to do so</i></li> <li>• <i>Eisenack: People might have overseen possible impacts. How can there be cross-fertilization/awareness rising from each other</i></li> </ul>	<b>Jakub Zmuda</b> , Szymon Uscinowisz, PGI, Gdansk
16:00-16:15	<p>Climate change affecting the Curonian Spit and case studies in Lithuania</p> <ul style="list-style-type: none"> <li>• <i>Emphasized common methodology for comparison</i></li> <li>• <i>Klaipeda: identification of dangerous meteorological phenomena, climate change impacts (responsible: Vilnius university)</i></li> <li>• <i>Curonian spit: cc impact on erosion, management measurements (responsible: institute for Geology and Geography)</i></li> </ul> <p><i>Questions/Comments:</i></p> <ul style="list-style-type: none"> <li>• <i>strategic documents for climate change are under preparation on national level</i></li> </ul>	Elena Talockaite, ECAT
16:15 - 16:30	<p>Climate change and case studies in Latvia: <i>Salaca basin</i></p> <ul style="list-style-type: none"> <li>• <i>topics: inland waters, coastal systems, ecosystems</i></li> <li>• <i>national strategy for planning in risk areas is under preparation</i></li> <li>• <i>further possible studies: extreme temperatures,</i></li> </ul>	<b>Agrita Briede</b> , Laila Kule, University of Riga



	<p><i>droughts, extreme wind velocities, extreme river discharges</i></p> <ul style="list-style-type: none"> <li><i>hypothesis: amount of macrophytes will increase, because of warmer temperatures and change in ice regime</i></li> <li><i>results might be used for appraisal of national climate change adaptation strategy</i></li> </ul> <p><i>Questions/Comments:</i></p> <ul style="list-style-type: none"> <li><i>Maybe Riga can be included as additional case study area (at the moment only outer circle partner) Problem: language barrier was problem in communication, maybe it is easier in Latvian language</i></li> <li><i>Peltonen: Question of adaptation is entering the regional and national policies. We should keep this in mind.</i></li> <li><i>Eisenack: How important is the time of ice cover for the economy? Depends on the river and the affected economic sectors, for larger rivers there is a certain influence</i></li> </ul>	
16:30 – 16:45	<p>Climate change and case studies in Estonia</p> <ul style="list-style-type: none"> <li><i>goal: establish better cooperation between scientists and planners for coastal management. -&gt;ICZM</i></li> <li><i>goal: reliable and working models on shore processes</i></li> </ul> <p><i>Comments/Questions:</i></p> <ul style="list-style-type: none"> <li><i>Morkunaite: number of observations points of coastal changes? about 30</i></li> <li><i>Peltonen: Hope for tight contact to the involved planner</i></li> </ul> <p>Tallinn and Pärnu Case Study:</p> <ul style="list-style-type: none"> <li><i>Ülemiste lake is higher situated than Tallinn; this might threaten the town</i></li> <li><i>Large area of Tallinn is lower than 3 m a.s.l.</i></li> <li><i>meteorological and geological factors have influence on possible impacts</i></li> </ul> <p><i>Comments/Questions:</i></p> <ul style="list-style-type: none"> <li><i>Schmidt-Thomé: contacts to city government? Representative of City Planning Department, Helena Maide, participates in the kick-off! Cooperation needed.</i></li> </ul>	<p><b>Are Kont</b>, Tallinn Pedagogical University-Institute of Ecology, University Tallinn</p> <p><b>Jaan Kivisillä</b>, Valter Petersell, Geological Survey of Estonia</p>
16:45 – 17:00	<p>Climate change effects in the Pirkanmaa Region</p> <ul style="list-style-type: none"> <li><i>assessment goals: impact of cc on nutrient flows into lakes and to the Baltic Sea</i></li> <li><i>regional seminars about cc and adaptation strategies</i></li> <li><i>first seminar with stakeholders: 8.+9.12.05, Tampere</i></li> <li><i>Information if citizens</i></li> <li><i>present results at other international scientific</i></li> </ul>	<p>Dr. Tom Frisk, Pirkanmaa Environmental Centre</p>



	meetings	
17:00 – 17:15	<p>Case studies in Finland (Espoo, Raahe, Kokkola)</p> <ul style="list-style-type: none"> <li>• <b>Raahe:</b> work can start not earlier than beginning of next year</li> <li>• ongoing project: excavation of the Shipping route, because of land uplift of 7-8 mm/year and new types of vessels</li> <li>• planned projects: energy production by wind, therefore cooperation in the Astra project</li> <li>• contact person: Anja Haavanlammi (anja.haavanlammi@raahe.fi)</li> <li>• <b>Kokkola:</b> similar ideas like in Raahe</li> <li>• Effects of cc in landuse planning</li> <li>• Adaptation to cc can take place on all planning levels</li> <li>• Actual case study area: included along the bay: natura2000 areas, housing areas, harbour area, industry, landfill, wastewater plant</li> <li>• screening with impact matrix, based on this more detailed analysis</li> </ul> <p>Questions/Comments:</p> <ul style="list-style-type: none"> <li>• Maide: Does land use and building act define the distance to the shore for building? It is not regulated directly, but the coastal zone with different building rules is defined.</li> <li>• Peltonen: Assess conflicts and contradiction between different protection and adaptation measurements might be a good exercise.</li> <li>• Schmidt-Thomé: How institutionalised is the adaptation to cc? Not very much, therefore Kokkola joined the project.</li> <li>• <b>Espoo:</b></li> <li>• challenges of town planning: winter storm 2005, protection of existing structure, planning of flooding areas</li> </ul> <p>Questions/Comments:</p> <ul style="list-style-type: none"> <li>• Peltonen: We should clarify, how expectations and possibilities to provide information can match. Topic for more detailed discussion.</li> <li>• <b>Uusimaa:</b></li> <li>• triangle: planners, scientists, decision makers. How can they exchange efficiently information?</li> <li>• risks on regional level: analyse the risks for inhabitants, industry and economy, infrastructure</li> <li>• no lack of information, but lack of information about what should be taken into account in planning processes, and the right information for decision makers</li> </ul>	<p>Hilkka Kallio, Satu Putkinen, GTK Mervi Romppanen Jukka Koskikallio, City of Espoo Juhani Hannila, City of Kokkola, Kaarina Rautio, Uudenmaan Liitto</p>



	<ul style="list-style-type: none"> <li>influence on regional climate strategy</li> <li>influence on regional traffic strategy</li> </ul> <p>Comments/Questions</p> <ul style="list-style-type: none"> <li><i>Lintinen: Did institutes (GTK, Meteorology...) give the advice to take cc into account? Most probably there were advices, but in very general way.</i></li> <li><i>Eisenack: What was the driving force for involvement into ASTRA? The Finnish national strategy puts some pressure on regions and communities, although there is no law, but there might be as well motivation directly coming from the regional councils.</i></li> <li><i>Kropp: major tasks in plans: save environment. In Kropp's opinion not a serious problem, because it will somehow adapt, but the socio-economic system needs help.</i></li> </ul>	
17:15 – 17:45	<p>Proposal of WP leaders, country co-ordinators Discussion</p> <ul style="list-style-type: none"> <li><i>Schmidt-Thomé: 3 issues:</i> <ol style="list-style-type: none"> <li><i>How much will we use the results of SEAREG (VA, Impact Matrix, DSF)?</i></li> <li><i>What climate change models we will use, which scales, who will downscale it? What information is mostly requested?</i></li> <li><i>How will the communication process work?</i></li> </ol> </li> <li><i>WP leader: Jürgen Kropp (+ co-chair N.N.)</i></li> </ul>	

**Minutes THURSDAY, 27 TH OCTOBER 2005**

Morning session: Work package 2

	<p>Lessons learnt from Interreg IIIB programmes Comments/Questions:</p> <ul style="list-style-type: none"> <li><i>Schmidt-Thomé: if you buy goods, take into account the depreciation. Buy the goods now, to get the highest refunding. Please, check Annex 5.1 of the application form</i></li> <li><i>Schmidt-Thomé: represent ASTRA on other workshops, conferences and report it.</i></li> <li><i>Schmidt-Thomé: Sometimes the work described in the application has to be adjusted.</i></li> </ul>	Walter Leal, TuTech
9:00 - 9:30	<p>WP 2: Dissemination, Introduction to the WP, Content, work plan Comments/Questions:</p> <ul style="list-style-type: none"> <li><i>Schmidt-Thomé: Timing of the first conference? Are there in May already results or is September 2006 better?</i></li> <li><i>Kropp: Rename of the 1st conference, because</i></li> </ul>	Michael Staudt, GTK



	<p><i>extreme events are weather events and no climate event.</i></p> <ul style="list-style-type: none"> <li>• <i>Leal: Stakeholders and other people active in this field can be invited and contribute to the conference.</i></li> <li>• <i>WP leader: Michael Staudt</i></li> </ul>	
9:30 - 10:00	SEAREG Decision Support Frame (DSF) and its integration in the ASTRA project	Johannes Klein, GTK
10:00 – 10:30	<p>Detailed project work plan: Input for Milestone 1</p> <ul style="list-style-type: none"> <li>• <i>Kropp: testing adaptation strategy? Testing the acceptance and feasibility in countries, by stakeholders, planners.</i></li> <li>• <i>relevant persons for this WP besides the WP leader depend on who is the country leadpartner/-person(WP1): Estonia: Jaan Kivisilla, Poland: Jakob Zmuda, Finland: Hilikka Kallio, Latvia Agrita Briede, Lithuania: Elena Talockaite, Germany: Gerald Schernewski</i></li> </ul>	Michael Staudt, GTK
11:00 – 11:30	<p>ASTRA website &amp; Newsletter, Project leaflet, Publications</p> <ul style="list-style-type: none"> <li>• <i>www.astra-project.org</i></li> <li>• <i>corporate design for documents will be delivered</i></li> <li>• <i>Leal: integration of the DSF? Either integration of the content by connection to the database or a link to a separate page or both.</i></li> <li>• <i>other communication-possibilities than email? forum, data-exchange....</i></li> <li>• <i>example of another project</i></li> <li>• <i>Peltonen: Forum might be good tool to keep outer circle partner informed and encourage them to participate.</i></li> <li>• <i>Erat: to run a forum responsible persons must be assigned</i></li> <li>• <i>Leal: contribution to the webpage content via Michael Staudt to TuTech</i></li> <li>• <i>Schmidt-Thomé: when comes the first leaflet? Until December 2005. Content has to be delivered in time.</i></li> <li>• <i>Schmidt-Thomé: publication based on the project is possible. Each partner can contribute article(s) that get reviewed. GTK special paper series, up to 600 copies.</i></li> <li>• <i>Erat: Partners with own websites should link to the Astra-page.</i></li> </ul>	Jochen Kilian, TuTech, Michael Staudt, GTK

Afternoon session: Work package 3

13:00 –	WP 3: Development of Policies and Adaptation Strategies	Lasse Peltonen, CURS/YTK
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<p>13:30</p>	<p>Introduction to the WP, Content, work plan</p> <ul style="list-style-type: none"> <li>• <i>partners from all participating countries should be included in the work of WP3 (besides the partners mentioned in the application)</i></li> <li>• <i>For MS1: winter storm case study: local, regional information on how the winter storm was handled most welcome.</i></li> <li>• <i>MS3: discussion with stakeholders, local/regional planners and decision makers could be based on a internet discussion-forum</i></li> <li>• <i>coordination of WP3 meetings with WP2 events (same place &amp; date)</i></li> </ul> <p>Comments/Questions:</p> <ul style="list-style-type: none"> <li>• <i>Schernewski: What happens after collecting information from regional and local authorities? Is there a possibility for spatial planners to give feedback to the collection? Are the recommendations suitable, applicable?</i></li> <li>• <i>Kropp: from point of CC (long term process) winter storm example (extreme event) is not suitable. A more general view is desirable.</i></li> <li>• <i>Leal: Purpose of WP3, learning from the happened events. Get insight how countries, regions, cities are able to handle extreme events <u>and</u> climate change.</i></li> <li>• <i>Schernewski: Was the winter storm an all-over Baltic event? In Germany it wasn't a big issue. Can be other events included?</i></li> <li>• <i>Kropp: We need more structure in the analysis. PIK can suggest a framework for the analysis and discuss it with partners.</i></li> </ul>	
<p>13:30 -14:15</p>	<p>Winter storm study –purpose and common methodology</p> <ul style="list-style-type: none"> <li>• <i>information to be gathered: impacts (where, what and how), financial losses, identification of participating actors, relevant knowledge resources, media analysis</i></li> <li>• <i>some responsibilities for the winter storm case study where decided on the 1<sup>st</sup> WP3-meeting 26.10.05</i></li> <li>• <i>Max Planck Institute for Meteorology will deliver background on the general weather conditions 8<sup>th</sup> and 9<sup>th</sup> January 2005</i></li> </ul> <p>Comments/Questions:</p> <ul style="list-style-type: none"> <li>• <i>Kropp: Questionnaire should include qualitative processes. Common strategy of YTK and PIK. Essential questions already identified.</i></li> <li>• <i>Schernewski: Which is the considered area? Entire country or coastal zone? Questionnaire should be amended to meet the requirements of all BSR countries.</i></li> <li>• <i>Leal: 2 step approach: 1<sup>st</sup> step identify which damage</i></li> </ul>	<p>Samuli Lehtonen &amp; Simo Haanpää, CURS/YTK</p>



	<p>categories are relevant in general. 2<sup>nd</sup> step quantify the amount of damage.</p> <ul style="list-style-type: none"> <li>• <i>Lehtonen: Should Denmark be included in the winter storm case study? Who could be the contact person? Probably Franziska Mannke (TuTech)</i></li> <li>• <i>Kont: Who should contribute to the climatologically analysis? Central or with local contribution?</i></li> <li>• <i>Hagemann: First general description, followed by a BSR region analysis on a 10km-grid. Probably future outlook. (following a long discussion between PIK and MPI)</i></li> <li>• <i>Kaarina Rautio: local planners need understandable information. the information requested/wanted depends on the level of planning (local, regional...)</i></li> <li>• <i>Schmidt-Thomé: Possibility to publish in the EJSD European Journal of Spatial Development (Nordregio)</i></li> </ul>	
14:45 – 15:15	<p>Analysis of adaptation policies in the Baltic Sea Region</p> <ul style="list-style-type: none"> <li>• <i>Peltonen will inform about the FINADAPT conference 14<sup>th</sup> + 15<sup>th</sup> December 2005 in Helsinki, if a larger group of people can participate.</i></li> </ul> <p>Comments/Questions:</p> <ul style="list-style-type: none"> <li>• <i>Leal: Analysis not only for the deliverable in the project, but present the results (and identified barriers) as well to countries without any adaptation strategy to encourage them.</i></li> <li>• <i>Leal: Astra can participate in conference on education for sustainable development next September in Hamburg.</i></li> <li>• <i>Lintinen: Analysis of regional planning in different countries to produce suitable solutions and suggestions.</i></li> <li>• <i>Peltonen: Compendium of Spatial Planning in the Baltic Sea Region Countries is available.</i></li> <li>• <i>Kule: Interreg project Commin can include a section on risk areas.</i></li> <li>• <i>Schmidt-Thomé: short comment on ESPON-Interact on Environmental Risks</i></li> <li>• <i>Erat: Who are the targeted people of our project results? People relevant in regional development (regional/local planner, policy-makers, decision makers)</i></li> </ul>	Lasse Peltonen, CURS/YTK
15:15 – 15:45	<p>Discussion, Proposals for WP 3</p> <ul style="list-style-type: none"> <li>• <i>Schmidt-Thomé: To-Do-list has to be prepared.</i></li> <li>• <i>Next inner circle meeting in beginning of April 2006 (before next conference in 18<sup>th</sup> and 19<sup>th</sup> May in Vilnius) <b>Where?</b> Potsdam?</i></li> <li>• <i>WP3 leader: Walter Leal</i></li> </ul>	
16:30	Boat trip to Hamburg Harbour	Dirk-Uwe Spengler



		Environmental Emergency Response Unit EERU, Hamburg, State Ministry of Urban Development and Environment
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**FRIDAY, 28TH OCTOBER 2005**

**FINANCIAL ISSUES DAY**

9:00 – 9:45	Introduction to the Financial Management of Interreg IIIB Project <ul style="list-style-type: none"> <li>• Opening the day and welcoming all</li> <li>• Programme Manual and General Regulation of Interreg IIIB</li> <li>• Interreg III B Bookkeeping requirements</li> </ul> Financial News from Rostock Joint Secretariat	Henna Koskiniemi, GTK
9:50 – 10:30	Eligible costs and Budget <ul style="list-style-type: none"> <li>• Personnel costs including indirect employee costs and overheads</li> <li>• Other costs</li> <li>• Budget reallocation</li> </ul>	
10:50 – 12:00	Reporting & Auditing <ul style="list-style-type: none"> <li>• Internal reporting Forms</li> <li>• Financial Progress Report and Activity Report</li> <li>• Required additional information to the Report</li> <li>• Reporting Deadlines</li> <li>• Auditing</li> <li>• Payment schedule and Bank accounts</li> <li>• Free discussion on all issues</li> </ul>	
13:05 – 14:15	Cost Follow-up, Agreement & Communication <ul style="list-style-type: none"> <li>• Internal Cost and WP follow-up</li> <li>• Consortium Agreement</li> <li>• Internal Communication</li> <li>• Questions – Answers</li> </ul>	