

## **WATERLOSS 5<sup>th</sup> Steering Committee Meeting**

<b>Meeting called by:</b>	Metropolitan Area of Barcelona
<b>Type of meeting:</b>	5 <sup>th</sup> Steering Committee meeting
<b>Place:</b>	Headquarters of Metropolitan Area of Barcelona
<b>Time:</b>	<b>9-11 May 2012</b>
<b>Main Goals:</b>	Completion of CO3_progress of phases for CO4_initiation of CO5

### **AGENDA**

#### **Wednesday 9 May 2012**

<b>Opening / Welcome</b>	AMB	09:00 – 09:30
<b>Overview of project progress</b>	AUTH	09:30 – 10:00
<b>Phase 3.1_ Overview of Water Supply Systems &amp; performance assessment</b> <ul style="list-style-type: none"> <li>• Presentation of final Deliverable; problems encountered</li> </ul>	AUTH LG	10:00 – 10:45
<b>Phase 3.2_ Establishment of an efficient PI system</b> <ul style="list-style-type: none"> <li>• Presentation of the final Deliverable; problems encountered</li> </ul>	AUTH WBN	10:45 – 11:30
<b>Coffee break</b>		11:30 – 11:45
Continue previous session <ul style="list-style-type: none"> <li>• Comments from the partners</li> <li>• Final conclusions / amendments suggested</li> </ul>	All partners (max 15 minutes each)	11:45 – 13:30
<b>Lunch break AMB</b>		13:30 – 15:00
<b>Phase 4.1-Preparation of a database of NRW management methods</b> <ul style="list-style-type: none"> <li>• Presentation of the draft database</li> </ul>	DH	15:00 – 15:45
<b>Phase 4.1-Preparation of a database of NRW management methods</b> <ul style="list-style-type: none"> <li>• NRW measures implemented in the partners pilot cases</li> <li>• Discussion &amp; amendments to the Data Base</li> </ul>	DH All partners	15:45 – 16:30
<b>Coffee break</b>		16:30 – 16:45
<b>Phase 4.1-Preparation of a database of NRW management methods</b> <ul style="list-style-type: none"> <li>• Connection with the DSS</li> </ul>	UL	16:45 – 17:30
<b>Phase 4.2 –Development of the DSS tool</b> <ul style="list-style-type: none"> <li>• Progress of DSS</li> </ul>	UL	17:30 – 18:15
<b>Dinner to be confirmed</b>		

## Thursday 10 May 2012

<b>Opening of the day and resuming the meeting of the previous day</b>	AMB	09:00 – 09:30
<b>Project Management</b>	Javier Gomez Prieto (WATERLOSS Project Officer, Joint Technical Secretariat)	09:30 – 10:00
<b>Project Management</b> <ul style="list-style-type: none"> <li>• Evaluation of 3<sup>rd</sup> Progress Report</li> <li>• JTS comments</li> <li>• Problems encountered &amp; solutions</li> <li>• Collection of scanned invoices</li> </ul>	AUTH	10:00 – 11:00
<b>Coffee break</b>		11:00 – 11:15
<b>Project Management</b> <ul style="list-style-type: none"> <li>• 4<sup>th</sup> Progress Report</li> <li>• 3<sup>rd</sup> Cost claim – budget</li> <li>• Certifications of Expenditures</li> <li>• Activity reports / supporting documents</li> <li>• Financial progress</li> <li>• Budget modification</li> </ul>	AUTH	11:15 – 13:00
<b>Lunch Montjuic</b>		13:00 – 15:00
<b>Project Communication</b> <ul style="list-style-type: none"> <li>• Actions completed so far</li> <li>• Website</li> <li>• 3<sup>rd</sup> Newsletter</li> </ul>	AUTH All partners	15:00 – 16:30
<b>Project Communication</b> <ul style="list-style-type: none"> <li>• Presentation of dissemination activities 'Information &amp; Awareness seminars' performed by partners (announcement of scheduled seminars)</li> </ul>	All partners	16:30 – 17:30
<b>Dinner</b>		20:30:00

## Friday 11 May 2012

Technical visit at the desalination plant in El prat del Llobregat	All partners	10:00 - 13:00
<b>Lunch at El Prat de Llobregat</b>		13:00 – 15:00
<b>Technical close-up</b> <ul style="list-style-type: none"><li>• Recap of the technical aspects of the meeting</li><li>• Nomination of specific task groups</li><li>• Discuss future technical work</li></ul>	AUTH All partners	15:00 – 16:00
<b>Administrative close-up</b> <ul style="list-style-type: none"><li>• Schedule next meeting</li><li>• Task list / assignment of works / deadlines</li></ul>	AUTH All partners	16:00-17:00