

Minutes of Partner Meeting

4th – 5th June 2014, Berlin, Germany

All presentations, list of participants and any other documents referred to in these Minutes are available at: <http://www.presource.eu/partner-meetings/14-internal-section/partner-meetings/64-berlin-meeting-june-2014>

22 Participants took part in the PRESOURCE Meeting (see signature list at the PRESOURCE Webpage). The PRESOURCE team appreciated the participation and productive contribution of the 2 members of the Central Europe Programme Joint Technical Secretariat.

1. 1st Transnational Partner Workshop on Cost-Benefit Analysis (WP4)

Presentations available on the PRESOURCE website:

- Fraunhofer presentation: Follow up on the workshop on financial instruments and update on the current status of: Corporate financing instruments (4.1.10), Financial guide (4.1.11), Advanced cost benefit approach (4.2.4), Synthesis report II (4.3.2), Policy recommendations (4.3.3) and 2nd Transnational workshop on innovative financing instruments in Vienna (5.3.6)
- ENEA input on barriers and drivers for financing eco-innovation on the enterprise level in Italy

1.1. Follow up on the “Transnational Workshop on Financial Instruments” (held 3/6/2014 in Berlin)

At the workshop three innovative financial instruments were introduced:

- Crowdfunding
- Private Equity
- Contracting

After these presentations an interactive session “Eco-Innovation Round Tables” was held, where stakeholders with different backgrounds could comment on, ask about and discuss the three financing schemes and its relevance for the promotion of resource efficiency.

Detailed information on the event can be found under: <http://www.presource.eu/calendar/past-events/presource-transnational-workshop-on-innovative-financial-support-schemes-i>.

Some general findings:

- The interactive format was considered to be very good and should be used in future workshops of the project,
- It would be very positive to repeat / duplicate similar workshops in the different countries of the partnership. Workshops like this are a good opportunity to spread the knowledge on alternative funding opportunities.
- The partnership considered crowdfunding as a very interesting financing instrument for the promotion of eco-innovation and resource efficiency

1.2. Implementing WP4: Where we are

1.2.1. The WP4 in general:

- WP4 is close to its finalization. Fraunhofer needs some final input from the partners (see further down for details) in order to finalise the reports.
- Instead of the 50 planned interviews about 100 interviews were done with financial experts
- Some countries had problems in conducting as many interviews as expected. In these countries some actors refused the authorisation of their answers.

1.2.2. Review of Corporate Financial Instruments - Output 4.1.10

- This output is almost complete (95%)
- Missing input from the Polish partner

1.2.3. Financial Guide - Output 4.1.11

- This output is almost complete (95%). Inputs of one partner are missing and some final layout and editing questions need to be solved.
- This output is available at the Competence Platform (www.resourceefficiencyatlas.eu)
- When ready it will be published at the website under publications
- A hard copy publication could be produced based on this document
- No logos of the financing institutions featured in the financial guide should be used

1.2.4. Cost-benefit analysis – Output 4.2.4

- A basic version of this tool has been developed. For further development the tool has to be checked with the potential users, both financial actors and SMEs
- Fraunhofer will contact financial users for feedback
- Partners that undertake the piloting of the EDIT tool will ask the SMEs that are piloting EDIT and the consultants involved in the process for their feedback on the cost-benefit analysis
- The cost-benefit analysis should become part of the EDIT Value tool.

1.2.5. Synthesis report on institutional drivers and barriers– Output 4.3.1

- This output is completed

1.2.6. Synthesis Report on drivers and barriers in SMEs – Output 4.3.2

- The partners were asked to summarise their findings and to send them and any revision of the analytical report by 6 June 2014 to Annamaria Riemer.
- MOEZ will prepare a draft by 16 June 2014 that should be commented by the others by 23 June 2014.
- The final version will be available on 30 June 2014

Some country specific findings (partners should send them to Annamaria as soon as possible):

| | |
|---------|--|
| Austria | <ul style="list-style-type: none"> • Companies finance their investments for resource efficiency improvements mainly from their own cash flow. They do not ask for loans. • Since the financial crisis in 2008 the companies are moving away from the banking system • The loans are only accessible for companies that are already performing well and not so much for the ones that need them to overcome difficulties • Risk assessment is very hard on the companies |
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| | |
|----------------|--|
| | <ul style="list-style-type: none"> Investments are decreasing due to the restrictions in external financing The giant share of investments aims at improving the quality of the product and is directed to the requirements of the client. If the client is interested in resource efficiency the companies will invest in resource efficiency. |
| Germany | <ul style="list-style-type: none"> The financing requirements are the same for small or big loans. <p>Public funds</p> <ul style="list-style-type: none"> There is a “jungle” of funds and it is very difficult to know which is the right fund to use (missing a one-stop-shop were the most relevant and appropriate funds are available) |
| Hungary | <ul style="list-style-type: none"> Small companies are like private individuals. At the moments they have problems with debts: The same happens with the companies - SMEs are not willing to take loans The bank sector has a very bad reputation and is subject to new taxes Funding approvals are depending on political orientation People do not believe in the funding system |
| Italy | See attached presentation |
| Czech Republic | Send info directly to Annamaria |
| Poland | Send info directly to Annamaria |

1.2.7. Policy Recommendations – Output 4.3.3

- The already existing document will be complemented by the input from the two transnational financial workshops and the update of the description of framework conditions in the analytical reports of the national frameworks of each countries (to be provided by 15 September 2014)
- By 15 October 2014 a draft policy advice paper should be available on 30 October 2014 a final version
- Dissemination 1: The policy recommendations will be available at the competence platform, will be presented at the final conference, and disseminated in the newsletters of the project, of the project partners and of the CE Programme.
- Dissemination 2: Almost all partners are working close to the policy level (e.g. 5 Ministries of Environment from the CE cooperation area are either directly involved or have confirmed their interest in letters of support). Partners should use their networks especially at the policy level to spread the message on PRESOURCE recommendations. Please try to document any informal meeting at political level by at least reporting on it in your partner progress reports.
- Dissemination 3: An effort to bring these messages into the Regional and National Action Plans should be done (the EU Roadmap asks member states for action plans).
- Dissemination 4: The PRESOURCE Board of Associates should receive this document

1.2.8. 2nd Transnational Workshop on Innovative Financing Instruments – Output 5.3.6

The second transnational workshop on Innovative Financing Instruments will take place in Wien, Austria on the 9 October 2014.

Next steps and deadlines WP4

- **Output 4.1.10** – Pro-Akademia to provide missing input to Fraunhofer ASAP. Final version by the end of June 2014.
- **Output 4.1.11.** – Pro-Akademia to provide missing input to Fraunhofer ASAP. Final version by the end of June 2014.
- **Output 4.2.4** – All pilots to test the cost-benefit analysis in their countries and send results preferable before summer. Fraunhofer aims to test with financial actors the tool.
- **Output 4.3.2** – Responsible partners of each country to review and update their analytical reports (basis for synthesis report) ASAP. On 16 June 2014 Fraunhofer will present a draft for commenting. Comments are expected by 23 June 2014. Final version to be available by the end of June 2014.
- **Output 4.3.3.** – Responsible partners of each country to provide update of the description of framework conditions in the analytical reports by the 15 September 2014. Fraunhofer will prepare a draft report by 15 October 2014 and a final version by 30 October 2014.

2. Project Steering Committee

See minutes of project Steering Committee at <http://www.presource.eu/partner-meetings?id=65>.

3. 3rd Transnational Partner Workshop on Stakeholder Dialogue and Competence Platform (WP5)

Presentation available on the PRESOURCE website:

- VDI Zentrum für Ressourceneffizienz Presentation: Online Competence Platform & Transnational Workshops – Status Quo & Outlook
- Draft Agenda Bologna Workshop -“EDIT Value tool: applications in Central European SMEs”

3.1. Online Competence Platform (output 5.2.6)

VDI presented the status quo regarding the competence platform.

3.1.1. What is on the competence platform and how it is used until now?

- The Competence Platform has been launched two months ago. However, it was only officially announced by means of a project newsletter on 2 June 2014. The link for the page is: www.ResourceEfficiencyAtlas.eu
- The inputs of the partners were regular as planned at the last partner meeting. The partners should keep following the input plan (as the very basic scheme) and additionally send information (e.g. on events and publications) outside of the time plan whenever they come across relevant information
- Now that the page is official the page administrator will keep control of the “clicks”. This information might lead in the future to the adjustment of the input plan.

3.1.2. How to promote the Competence Platform?

- The platform was promoted with the PRESOURCE newsletter #3 sent on 2 June 2014 to 1061 contacts.

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- The partners should do an effort to publish information on the platform at the following newsletters: VDI ZRE, NESRESS, Partner Institutions, EMPRESS, Central Europe Programme. Janka and Sebastian will prepare a text to be sent to the other partners and to the JTS.
- The partners should also link the competence platform to their own websites.
- Partners Institutions with Social Media presence (Linked in, Twitter, Facebook, etc.) can also recommend the Competence Platform
- Please share any further ideas on the promotion of the Competence Platform per e-mail with Filipa and Carsten

3.1.3. The Competence Platform after the end of the project

- The platform will be kept and further actively managed after the end of the project.
- The following partners are interested in the further active management of the platform and will check for the possibilities of hosting / managing the webpage inside of their institutions or other institutions in the area of resource efficiency: Fraunhofer MOEZ (hosting and managing)¹, Enviro (as current secretariat of the PREPARE network), ENEA (check with Enterprise Europe Network), STENUM (hosting should not be a problem / no possibilities for managing), UBA (hosting).

3.2. Transnational workshops (output 5.3)

The following schedule for the remaining workshops was agreed:

| Date | Place | Responsible Partner | Topic |
|------------|--------------|-------------------------|---|
| 18/09/2014 | Bologna (IT) | ENEA (IT) | EDIT Value tool (5.3.8) |
| 09/10/2014 | Vienna (AT) | STENUM (AT) / MOEZ (DE) | Innovative Financial support schemes /action plan (5.3.6) |

3.2.1. Workshop “EDIT Value Tool: Application in Central European SMEs” (Output 5.3.8)

- The workshop will take place in Bologna on 18 September 2014 in the afternoon.
- 3 case studies will be presented in plenary
- Followed by an interactive session to be defined
- In the room should be posters of all case studies (some with the name of the companies others anonymous. Fact sheets on the case studies will also be available)
- Enviro will prepare a blue print for the posters and fact sheets
- The other responsible for the case studies will prepare the posters / fact sheet for their cases
- A 2nd draft of the agenda will be prepared by ENEA and circulated soon
- An extra partner meeting will take place back-to-back with this workshop. (this partner meeting was officially approved by the JTS on the 11 June 2014).

Next steps and deadlines WP5

- **Output 5.2.6 input and editing** – The partners should continue to provide information to s.Pro taking into account the input plan planned and whenever relevant information is available. Partners should inform s.Pro whenever a mistake / correction is needed

¹ Fraunhofer has confirmed this possibility after the meeting

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- **Output 5.2.6 dissemination** – BMU & VDI to prepare a text for the promotion of the Competence Platform in external newsletters. The partners should then disseminate this text in the above-listed newsletters.
- **Output 5.2.6 hosting / editing of the platform after the end of the project** – Fraunhofer , Enviros, Stenum, ENEA will investigate the possibilities of hosting and editing of the platform in their institutions or in affiliated networks
- **Output 5.3.8** - ENEA will prepare a new draft agenda and circulate it to the other partners for commenting
- **Output 5.3.6** - Fraunhofer and Stenum will prepare a draft agenda and circulate it to the other partners for commenting, Remember to invite also participants from Hungary and Slovak Republic.

4. Final Conference (WP2 – Output 2.4.2) – also discussed on 5/6/14

- The final conference of the PRESOURCE project will take place on 12-13 November 2014 back-to-back with the European and German Resource Forum at the *Ludwig Erhard Haus* in Berlin, Germany. This venue is very close to the Resource Forum.
- The event will have a clear focus for both days: On Wednesday (12 Nov 14) on the policy agenda and tools & technologies and on Thursday (13 Nov 14) on financial issues (both financial actors as well as SMEs).
- Approx. 4 speakers per day + active sessions
- The Audience: Policy makers, contributors for PRESOURCE results, SMEs, participants of the EDIT Piloting, PREPARE network, Participants of the Resource Forum, PRESOURCE Mailing List etc.
- Possible speakers:
 - Pavel Misiga, DG Environment, Head of Unit responsible for Sustainable Consumption and Production
 - Volker Schwikowski, Chairman B.A.U.M. Zukunftsfond (Innovative Financing Instrument)²
 - Representatives of SMEs that took part in the EDIT tool piloting
 - WP coordinators on their products
- Others possible elements:
 - A “resource-efficiency” tour around the *Ludwig Erhard Haus* where also the Chamber of Commerce of Berlin is situated might be possible
 - A “mingle” area with posters and info points from EDIT and financial instruments
- It was proposed to run a “train-the-trainers” workshop back-to-back to the final conference on Thursday afternoon (location could be the BMUB) for selected invited potential facilitators. This would require esp. Enviros (who signalled their readiness to do so) and maybe also other partners to run this training.
- A draft agenda will be available soon for commenting

Next steps and deadlines WP2

- **Output 2.4.2** – UBA and s.Pro will kick-off the preparation of the event (incl. contacts with speakers and drafting of the agenda).

² Speaker confirmed

5. 4th Transnational partner workshop on the EDIT VALUE tool (WP3 - Output 3.2) – Session 1

5.1 Sharing experiences and lessons learnt for the piloting process

In this session 5 countries of the partnership presented their first experiences from piloting EDIT and shared their first comments on the process.

Presentation available on the PRESOURCE website:

- EDIT VALUE tool – Testing Phase in Germany (extra output)
- EDIT VALUE tool – Testing Phase in Italy (output 3.2.10)
- EDIT VALUE tool – Testing Phase in Hungary (extra output)
- EDIT VALUE tool – Testing Phase in Czech Republic (output 3.2.7)
- EDIT VALUE tool – Testing Phase in Austria (output 3.2.9)

5.1.1 EDIT Value Tool – Testing Phase in Germany

The testing of this tool in Germany was not planned in the project. Nevertheless the lead partner is very confident when it comes to the quality / importance of this tool and decided to test it also in Germany.

In Germany the tool will be tested in 2 companies in 2 different German regions with significant differences in their characteristics.

For more information on this case study please see presentation at the PRESOURCE webpage.

Under the support of UBA Philipp Grevenstette is writing a Master Thesis on the EDIT Value tool.

Some Comments:

- An “One-pager” with information about the process and respective timeline would be useful to introduce the tool
- It is difficult to understand when the EDIT tool (process) ends
- It would be useful to have a blue print of the final report
- What are the requirements for a facilitator?

5.1.2 EDIT Value Tool – Testing Phase in Italy

In the test in Italy no complete translation of the tool was done. Only a short explanation in Italian was sent to the companies. The companies also received in advance the top 20-analysis table in order to minimise the time consumption from the company side. This also helped the company to select the right interlocutors for the process in the company structure. For more information please see the presentation at the PRESOURCE webpage.

Some Comments:

- After each step a synthesis of the results of this step was sent to the company. This was helpful to prepare the next meeting
- The efficient use of time was very important for the success of the process

5.1.3 EDIT Value Tool – Testing Phase in Hungary

As for Germany, the testing of this tool was not planned in the context of the project for Hungary. And same as in Germany the Hungarian partner decided to test it also in Hungary.

The tool was translated into Hungarian. The piloting is planned to take place in 5 SMEs and shall be finished by the end of the summer. Please see list of companies at the PRESOURCE webpage.

5.1.4 EDIT Value Tool – Testing Phase in Czech Republic

In Czech Republic the testing of the tool was started in 2 companies, results are expected at the end of June. For further information please download the presentation at the PRESOURCE webpage.

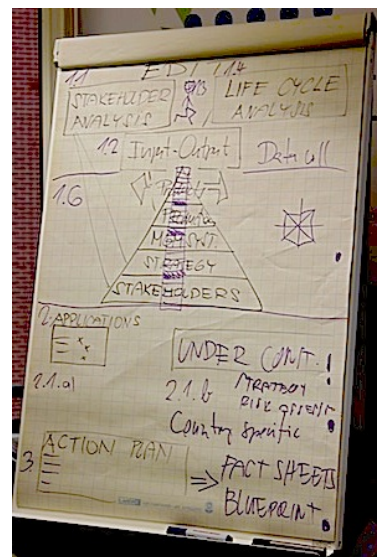
5.1.5 EDIT Value Tool – Testing Phase in Austria

STENUM is already well advanced in testing the tool in 4 companies. They have already prepared a final report for one company that was circulated and could be used as a blue print for other countries. For all 4 companies detailed results were shared with the partners. Please see presentation at the PRESOURCE webpage

6. 4th Transnational partner workshop on the EDIT VALUE tool (WP3 - Output 3.2) – Session 2

6.1 Implications for the modification of the tool

- In general the tool seems to be working well.
- Some small adjustments were agreed:
 - Creation of a one-pager on the process with timeline included. The first step for the development of this one-pager took place at the meeting (see photo).
 - Development of a blue-print report
 - Development of blue-print fact sheets and posters
 - Integration of the cost-benefit analysis into the process
- Some more input is needed for step 2.1.b (applications) esp. tools in the field of
 - Risk assessment (with link to RE /cleaner production)
 - Procurement (with link to RE /cleaner production)
 - Strategy development (with link to RE /cleaner production)
- Further adaptation of the EDIT VALUE tool to each country
- The countries that have translated the tool by now will update this country-specific version at the end of the testing period. The tool will be translated to each project language at the end of the testing phase.
- The others will translate it at the end of the process.
- No other adaptation tool was suggested



6.3 Promotion of the EDIT VALUE tool throughout CE

It was agreed to create fact-sheets and posters of specific cases for disseminating the EDIT Value tool. Enviros will develop a blueprint for these documents, s.Pro will create and circulate forms based on these blueprints.

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In the dissemination process of case studies through fact sheets / poster / project website it is necessary to take into account that not all companies are happy to have their cases publicly communicated. Therefore the following is suggested:

- Before starting to apply the EDIT VALUE tool companies should be informed of the interest of the project in publishing the results.
- Any fact-sheet / poster should also be submitted to the respective company for approval when ready. This approval should be in writing.
- The obligatory final report of the EDIT process is not intended for publication but only for the information of the company.

The target groups of this tool are:

- Intermediaries
- Personnel of the SMEs themselves (Note: The reporting part and recommendations usually cannot be done by the staff members of the company alone especially in the first time that the tool is used)

The tool needs training. A full training of facilitators on the tool takes about 2 days.

The intermediaries are the best channels to disseminate the tool. A process of training the trainers would also help to disseminate the tool.

A training session on the tool for intermediaries (with background in this kind of assessments) directly after the final conference would be a good move in the dissemination of the tool (see also above under “4. Final Conference”)

As the tool was developed within the Central Europe Programme it has to be free of charge. This can be a barrier for the dissemination of the tool. “Free of charge” at times has a negative connotation for some companies.

In order to face this challenge and in order to guarantee that the quality of the tool is kept there are 2 possibilities:

- Give access to the tool only by request to the national contact point (on the competence platform) per email
- Create a register for accessing the tool

The 1st option is the preferred.

A plan for the further dissemination of the tool will be developed by a working group composed of Enviros, Stenum and Fraunhofer.

Next steps and deadlines WP3

- **Output 3.2 testing**
 - All tests should be finalised by the end of August 2014 (preferably by the end of June 2014)
 - Results to be sent to Enviros as soon as they are ready
 - Compilation of the results until Bologna
 - Final report end of September 2014
- **Output 3.3 dissemination**
 - Telephone conference by the end of June 2014 (Enviros, Fraunhofer und Stenum)

- Plan to be drafted by the end of August and to be send to the JTS (Please take into account comments under Communication Plan)
- Presentation of plan in Bologna

7. Update on communication and dissemination activities of the project (WP2)

7.1 Final Conference (Output 2.4.2)

see above

7.2 Communication Plan (Output 2.3.1 and 2.3.3)

Given the advanced state of project implementation and the character of the project that is mainly targeting intermediaries and not the wider public or SMEs directly, the CE Programme manager responsible for communication issues, Mrs Katarina Hanzelova, who was attending the meeting, refrained from a further elaboration of the current communication plan (communication plan available at the <http://www.presource.eu/partner-meetings/14-internal-section/partner-meetings/64-berlin-meeting-june-2014>) that was submitted together with the progress report 1&2.

An additional strategy paper for the promotion and dissemination of EDIT VALUE tool was agreed to be produced (see above at 6.3).

At the same time it was agreed that a 2-pager should be written on the EDIT VALUE tool explaining what makes the EDIT VALUE tool so special and how to promote it.

7.3 Newsletters (Output 2.4.1)

The project has published 3 e-newsletters so far. They have been sent to the 1061 contacts of the PRESOURCE dissemination list.

The following newsletters are planned for the rest of the project implementation period:

- #4 about the Financial workshop in Berlin
- #5 a "Save the Date" for the final conference together with Bologna workshop
- #6 about the Financial workshop in Vienna
- #7 about the final EDIT Value tool
- #8 about the Final Conference

7.3 Press Releases (Output 2.1.2)

There will be press releases e.g. announcing the launch of the EDIT Value tool, about workshops and about the final conference.