

Executive Committee Meeting Danube Civil Society Forum

2 March 2015

Venue WWF office, Ottakringer Straße 114-116, 1160 Vienna

09:00-17:00

Resolution Minutes

Participants

Tihana Fabijanic

Irene Lucius

Stefan August Lütgenau

Carmen Stadelhofer

Daniela Stojkovic

Igor Studennikov

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1. Stefan August Lütgenau greets the participating ExComm members.
 2. As all ExComm members are present the quorum is met.
 3. The ExComm agree unanimously on the agenda.
 4. Tihana Fabijanic, Irene Lucius and Stefan August Lütgenau request to leave the meeting earlier due to other obligations on the day. It is agreed to continue the meeting without their presence.
 5. Report from Stefan August Lütgenau on general topics:
 - a. EU Strategy for the Danube Region (EUSDR) Macro-regions and European Territorial Cooperation, DG Regional and Urban Policy has a new head of unit Andrea MAIRATE.
 - DG Regio will focus on significant projects with great influence (e.g. employment)
 - Participation Day will be cofinanced by Baden-Württemberg
 - Strategy point in Brussels at representation of Baden-Württemberg –work programme to be published
 - b. City of Vienna, personnel changes in the organization later this years expected
 - c. Briefing into the concept of the Baltic Region Strategy
 6. Report from Stefan August Lütgenau on EU projects:
 - a. LADDER: Status-Passed, Foster Europe an active partner in the project
 - b. ENGINE: Status - Not selected (87,5 points of 88 to be selected), project partners will reapply
 - c. START: Status- Not selected
 - d. Europe for Citizens´ Program, two applications handed in by Foster Europe:
 - Fostering Participation in the Danube Region ,this project could co-finance the National Hearings
 - Intergenerational Dialogue-My-Yourope!

7. Activity plan of the DCSF:

- a. A first policy paper *Next steps in the Road Map for civil society involvement in the framework of the EUSDR* is drafted to bring the perspective and needs of the civil society into the mid future of EUSDR. **ExComm members will give feedback and further suggestions to improve the policy paper. Due time 31, March 2015**
- b. **ExComm members will revise discussed changes in the DCSF Statutes. Due time 31, March, 2015.**
- c. DCSF General Assembly will take place on 27th October 2015 in Ulm, one day before the 2nd Participation Day to lower the travel expenses of participants. It will welcome 30-40 participants.

The agenda was drafted: welcome, reporting incl. budget, revision of the Statues, elections of president, vice president and ExComm members, and training session on e-platforms.

The Assembly structure:

- Starting at 12:00, 27th October 2015, to allow participants to arrive on the day of the event
- Starting in the morning, 27th October 2015, to allow Working Groups' meeting.
- Holding Working Groups' meeting morning before Annual Forum on 29th October 2015, to allow them to discuss the outcome of the 2nd Participation Day on 28th October 2015.

ExComm members will prepare agenda for the upcoming elections.

- d. General informative letter will be centrally send out to members of the DCSF to introduce the e-platforms, to share the policy paper, to invite them to the General Assembly and to request the payment of the membership fee.

8. Debate on 4th EUSDR Annual Forum and 2nd Participation Day 28th- 30th October 2015 in Ulm

- a. 2nd Participation Day workshop took place on 23rd February in Stuttgart, participants: the State Ministry Baden-Württemberg, PA 10, Danube Civil Society Forum, local NGO's representatives and civil society networks.
- b. Workshop has defined the Steering Group. Steering Group is responsible for the planning, format, content, set up, of the 2nd PD, consisting of PA10 (tbc), Stefan Barth, Carmen Stadelhofer (OB) and Stefan Lütgenau (DCSF) .
- c. Organisational Bureau (OB)- Carmen Stadelhofer is responsible for the organisational part and the implementation of the Steering Group decisions.
- d. Ms Gisela Erler, Stefan Lütgenau will report jointly to the 4th Annual Forum the results of the 2nd Participation Day
- e. 2nd Participation Day will be financed by Baden Württemberg -€ 35,000, it was suggested to find further financial support. To enable this process an exact budget plan must be developed.
- f. **ExComm members will share key demands, position of DCSF for the Participation Day and for the Annual Forum. Due time 31, March 2015**
- g. The pre-,inter, and-post event information sharing will be done via e-platforms and social media (Facebook and Twitter) also to involve non-active participants.

- h. **ExComm members will send in suggestions for key note speakers for the 2nd Participation Day. Due time, March 2015.**

2nd Participation Day structure:

- i. The start time: 10:00 am /11:00 am 27th October 2015, Ulm
- j. Key note speaker/s: political message of the 2nd Participation Day, introduction of open processes/formats for discussion planned.
- k. Afternoon: include multiple headings from Danube Region, to create interactive open format meetings. Possibility to organize (1) info point on project funding,(2) info point, to enable civil society to discuss the most important topics, to learn from each other, (3) info point as constant installation for presentation of ideas, projects, concepts.
- l. Closing with a key note speaker.

9. DCSF Membership

DCSF has received 4 written applications for DCSF membership.

- a. New regular members which were approved by all the ExComm members :
 - European Danube Academy,
 - Gábor Schneider Ph.D,
 - Danube Area Research Center (DAReC) ,
 - Citizen Participation Forum-The Bulgarian Network for Citizen Participation.
- b. One pending application: Memorandum of Understanding will be submitted by Drazen Lovris (European Affairs Fund was established by the Provincial Assembly Decision on the Establishment of the European Affairs Fund of the Autonomous Province of Vojvodina) and shared with ExComm members.
- c. Publicity for DCSF membership is needed.
- d. ExComm members will circulate further applications for memberships if available.
- e. **ExComm members will revise the list of members of DCFS before the General Assembly. Based on the general response from members of the DCSF the invitation to General Assembly will be sent. Due time 31, March 2015.**

10. DCSF Annual Budget

The hypothetical DCSF annual budgets were discussed. First, the minimum costs app. € 32.000 per year to organize two Executive Committee Meetings, General Assembly, and to further fund the DCSF Website and Working Group/s. Second, the approximate costs € 94.500 per year to run a fully functioning office including the costs for above mentioned events, for support of four Working Groups, for office rent, for communication strategy, and for consultation.

11. The DCSF Communication Strategy, one of the key elements in the DCSF

Communication Strategy was presented by Daniela Stojkovic and new ideas and suggestions were discussed. The outcome: e-platforms remain the key tool for transparent e-communication accompanied by 3 social media tools. These are Facebook, Twitter, and LinkedIn.

- a. Website is not yet online
- b. Participatory DCSF platform was divided into two sub-platforms D-LAP and DCSF website

- c. D-LAP platform will not be supported by PA 10 funds
- d. E-platforms provide: civil society involvement on local levels /e participation/ transparent and efficient information sharing/ service to registered users
- e. Universal letter is needed to ask national authority, NCPs for financial support
- f. Call for moderators of languages needed, to overcome inappropriate propaganda on the website and to facilitate discussions and sharing of information

<http://clients.eliasmüller.de/danube/platform>

<http://clients.eliasmüller.de/danube/f> DCSF

To do list:

1. ExComm members will revise the new discussed changes in DCSF Statutes. Due time 25 March, 2015.
2. ExComm members will send in suggestions for key note speakers for the 2nd Participation Day. Due time 31, March 2015.
3. ExComm members will give their feedback and share further suggestions for the drafter policy paper *Next steps in the Road Map for civil society involvement in the framework of the EUSDR*. This was shared with participants prior to the meeting. Due time 31, March 2015
4. ExComm members will send in key demands, position of DCSF for the Participation Day and for the Annual Forum. Due time 31, March 2015
5. ExComm members will revise the list of members of DCFS before the General Assembly. Based on the general response from members of the DCFS the invitation to General Assembly will be sent. Due time 31, March 2015.
6. Foster Europe will share the draft structure and content suggestion for the 2nd Participation Day. Due time 31, March 2015.