

HERMAN: management of cultural heritage in the Central Europe area

4th Work Package Coordination (WP3, WP4, WP5) meeting

21 November 2013, Krakow, Poland

Minutes



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This project is implemented through the CENTRAL EUROPE Programme co-financed by the ERDF.

The meeting was organised in the frame of the first management course (WP5) with the following aims:

1. Discussion of the re-allocation possibilities related to remaining costs (in order to avoid the decommitment and foster project spending)
2. Information about the status of PCR, PR1 and PR2, also about the payment shortage
3. Finalisation of the joint template for CHMS and Action Plan (act. 341 and act. 441)
4. Finalisation of the template for assessment of pilot results (act. 436)
5. First discussion about the final transnational outputs (WP3: Handbook for innovative management strategies and models on cultural heritage; WP4: Toolbox for heritage asset development and policy recommendations; WP5: Handbook for cultural management courses)
6. Clarification about using the HUL approach in the HERMAN project
7. Introduction of the training programme of the second management course to be held in Venice on 20-24 January, 2014 (act. 532).

All partners were represented at the 4th WP Coordination meeting, which was partly organised in the morning due to technical reasons and in the evening on 21 November, 2013. Representatives of Lublin participated only at the evening session, because they were not represented during the management course and arrived in the afternoon. The supporting documents have been sent to the partnership prior to and after the meeting.

1. Discussion of the re-allocation possibilities related to remaining costs (in order to avoid the decommitment and foster project spending)

The external financial manager, Ms Emőke Zács prepared a list of tailor-made questions reflecting on the remaining budget of each partner, and during the day she discussed these questions with the representatives of partners. In some cases these discussions occurred via e-mails or SKYPE prior to or after the meeting, because the right person was not there at the meeting.

2. Information about the status of PCR, PR1 and PR2, also about the payment shortage

The external project manager informed partners that both the PCR and the PR have been approved; however – as the JTS informed the Lead Partner - there is a payment shortage at the European Commission, therefore the payment linked to these reports is postponed. PR2 has been submitted in due time, the LP has already submitted the first clarification as well. Except Regensburg (it does not report costs now due to technical reasons) and Lublin (FLC has not stated yet the confirmation), all costs are included.

3. Finalisation of the joint template for CHMS and Action Plan (act. 341 and act. 441) and 4. Finalisation of the template for assessment of pilot results (act. 436)

Since the responsible partner, Lublin was not present in the morning, these issues were discussed bilaterally with the representatives of Lublin during the dinner. Results are as follows.

Methodology for assessment of the results of pilot actions: based on the tables presented by the representative of Lublin in Ferrara, a revised methodology will be prepared by the end of November, if possible referring also to the HUL approach.

Methodology for CHMS and Action Plans: by using the approved table of contents an introductory text will be added by both Lublin and IRM, and the table for the action plan will be created by IRM. The unified template/methodology will be sent out until 15 December, 2013.

5. First discussion about the final transnational outputs

A small workshop was organised regarding to the following core transnational outputs of the project:

WP3: Handbook for innovative management strategies and models on cultural heritage (methodology: Lublin, handbook: Marco Polo)

WP4: Toolbox for heritage asset development (Forster Centre) and policy recommendations (all partners, coordinated by the LP);

WP5: Handbook for cultural management courses (Ravenna)

All three outputs shall be coordinated in order to have the best results. The aim of this first discussion workshop was to see how partners can imagine these outputs as useful documents, which are in line with AF of course. The following characteristics have been identified related to the above documents by the workshop.

WP3:

- This is a handbook for any interested practioners
- First part: academic background of the theme, UNESCO management plan approach to be used
- Second part: the was how partners implemented the CHMS and the lesson to be learnt, experience
- Third: pointing out the weaknesses and strengths of different approaches as a guide for practioners
- Conclusion: how to go forward in line with the HUL approach.

WP4:

- Practical guide reflecting on good practices, structured collection of good practices, but not a list of best practices. Also reflecting on the most common mistakes.
- Thematic focus shall be on pilot themes.
- The document answers the question: what to do with an unused cultural heritage? What are the opportunities (giving examples from HERMAN and outside as well)?
- This document must be based on the action plans too, since they have a wider scope than pilots.

WP5:

- Also a practical handbook for practioners.
- Same structure as the curricula (didactive modules)
- practical tips, education tools
- The format shall be taken into consideration (a book or digital)

After the workshop the LP checked the budget in order to clarify the process how partners will produce these outputs. The structure and the available budget is the following, but this needs further discussions for sure. The following partners are budgeted for the preparation of the above outputs:

- Eger has external costs in WP3 (1350 EUR) for contribution to the toolbox, and increased staff costs for coordinating the preparation of the policy recommendation. The level of contribution needs a discussion with Forster Centre, or this amount can be re-allocated.
- Forster Centre has external costs in WP4 (16200 EUR) for the preparation of the Toolbox.
- Lublin has increased staff costs for the preparation of the methodology for the handbook.
- Marco Polo has increased staff costs for the preparation of the handbook.
- Ravenna has increased staff costs for the preparation of the handbook.
- All partners have some staff costs for contributing to the outputs.

IMPORTANT: there is no budget planned for printing (on promotion budget line) and translation (external), which are crucial questions as for the format of the outputs. The following options can be planned.

1. These outputs will be only English digital versions.
2. Partners may agree on re-allocations in order to have printed versions as well. In this case: who prints out the outputs? In addition to this, partners may agree on re-allocations as well in order to have translated printed versions on national languages, if necessary.

These questions shall be discussed in the next meeting.

6. Clarification about using the HUL approach in the HERMAN project

The external expert prepared a short paper about the challenge/opportunity to incorporate the HUL approach into the HERMAN project. This is mainly for city partners, but knowledge providers may also think over this possibility.

If partners intend to incorporate the HUL approach somehow into the project and into local activities, based on the existing budget they have 2 main possibilities, and these attempts can be easily justified towards the JTS, since to deal with the HUL approach fosters the HERMAN project very much and clearly:

- Each city partner can try to implement the whole HUL process described in the paper as well by using existing remaining budget (most probably re-allocations are needed)
- Partners also can reflect on the HUL approach during the implementation of the pilot action, in the frame of the work with the stakeholders. Partners can 'assess' the pilot action based on the HUL approach partly or entirely, if relevant, but this is rather a reflection, not an assessment. And partners can describe and disseminate the experience in the final outputs as well as can develop the action plan with a special focus on the HUL.

7. Introduction of the training programme of the second management course to be held in Venice on 20-24 January, 2014 (act. 532).

Mr Marco Acri, representative of Marco Polo introduced the main modules of the next management course about financial issues, to be held in Venice between 20-24 January, 2014. The updated agenda will be sent out until 30 November, 2013 for comments.