



Project Acronym: SMART-SPACE

Project title: Smart manufacturing for Alpine Space SMEs

Grant Agreement number: ASP478

D.M.3.1

Steering and Technical Committee Meeting reports

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Author(s): Alsace Innovation (Isabelle Botzkowitz)
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Executive Summary

The minutes summarizes the Steering and Technical Committee meetings held at Alsace Innovation's venue past 13th June 2017 .

All the SMART-SPACE Consortium members were present except Veneto Region.

To follow the minutes.

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Slides can be downloaded from the following address:

All the slides were transferred on TRELLO

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SMART-SPACE Project Smart-Manufacturing for Alpine Space SMEs


SC and TC Meeting Agenda

13th June 2017

Mulhouse – Maison de la Région Grand Est, 4 avenue du Général Leclerc, F-68100 Mulhouse
Tuesday, 13th June 2017

09:00 - 09:30 am	Registration and Reception
09:30 - 09:45 am	<p>Opening:</p> <ul style="list-style-type: none">✚ Mr. Jean Jacques BERNARDINI, ALSACE INNOVATION – Hosting Partner✚ Mr Roberto Sandrini, SMART SPACE Project Manager
09:45-11:00 am	<p>✚ State of the Art of SMART SPACE Project</p> <p>Roberto Sandrini CCIAA DL</p> <p>We have shifted the SC and TC meetings from Turin to Mulhouse. Next meeting will be organised in Turin.</p> <p>CSP will confirmed in the next weeks.</p> <p>Integration of Veneto Innovazione (VI) as partner will be confirmed the INTERREG authorities by the end of June 2017. Budget of VI will be transferred from the budget of Veneto region.</p> <p>CCIAADL : All the information related to introduction of this new partner will be transferred by the coordinator to the partners by the end of June /beginning of July 2017</p> <p>✚ SMART SPACE project activities and relationships</p> <p>a) WP1- short summary for the Steering Committee – (Adrian Fried – UA Rosenheim)</p> <p>UA Rosenheim gave to the partners a feedback from the activities and related deliverables for WP1 (see ppt presentation).</p> <p>For all partners:</p> <p>The deliverables should be produced by the end of June (end of the first reporting period). If partners cannot complete all the deliverables, LP need to identify deviations and give explanations. New deadline should be indicated AND communicated to UASRo and CCIAADL.</p> <p>In case some contributes by the Partners are still missing at the end of the RP, Contributions received after the 30th of June will be annexed to the report. ITG Salzburg asked to the partners to complete the deliverable Meetings with SMEs and with Intermediaries by the end of June.</p> <p>UASRo asked to complete all the activities for WP1 by the beginning of September 2017.</p>

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	<p>b) WP C - Communication Activities – summary for the Steering Committee – (Simona Knežević Vernon – Technological Park of Lubjiana)</p> <p>To all partners :</p> <p>Formal obligations to use the logo of the program to communicate about the project , to hung wall poster in our offices and to have a presentation of smartspace on each partner’s website.</p> <p>TPL will send again 7 posters to each partners before the end of June 2017 (Cost of printing are eligible costs).</p> <p>To all partners :</p> <p>TPL asked to the partners to inform at least two weeks I, advance that a SMART Space event is organised, in order to check that all is ok. Idem for articles, press releases and any communication.</p> <p>TPL will post the information on the smartspace website. A press release has to be sent to Simona after the event.</p> <p>TPL ask for one press release by each partner till the end of 2017.</p> <p>Concerning the communication on deliverables : each partner has to precise if it’s confidential or not.</p> <p>Please communicate to the LP what can be communicated or not to Simona and if the partner got the authorization to communicate from the parties he worked with.</p> <p>c) Synergies with on-going projects: BIFOCALPS (Simona Knežević Vernon - Technological Park of Lubjiana)</p> <p>Discussion and questions on BIFOCALPS.</p> <p>It could be interesting to know better the BIFOCALPS project because their topics are closed to ours. Cooperation on specific topic (for example: the survey addressed to SMEs) could be expanded particularly for the Transferring and Capitalisation activities. The LP will explore the potentialities and will refer to the PPs.</p>
11.00-11.20 am	<p>COFFEE BREAK</p>
11.20 – 12.30	<p> Project and Financial Management</p> <p>a) Change in the Partnership: Veneto Innovazione (VI) will be a new partner. As indicated early during the meeting, VI will be integrated in the partnership on June 26th.</p> <p>b) Financial Management – First Progress Report</p> <p>CCIAA DL – Roberto Sandrini and Francesca Zotti give explanations on how to report. The spending forecast for period 1 had changed. Period 1 start on November 2016 and end on 30 June 2017.</p> <p>Coordinator asked to the partners to contact Francesca Zotti for financial questions. When partners send a question, <u>please precise the name’s program which WP and semester is concerned.</u></p> <p>On EMS, the first reporting period will cover the period: 01/11/2016 to 30/06/2017.</p>

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	<p>All partners should inform the coordinator in the next days if the final budget will be in line with previsions. It is asked to make an estimation for deadline for all deliverables missing and LP will try to discuss a realistic conclusion.</p> <p>CCIAA DL and UA will revamp the GANTT for WP1.</p> <p>All partners have to create a partner report on EMS for period 0 and for period 1. No attachment is required. Project assignments have to be signed and showed to the first control level controller.</p> <p>All partners should respect recruitment procedures in accordance with European rules.</p>
12:30- 13:45 pm	Lunch Break
13.45-15.15 pm	<p>🚩 SMART SPACE Project – WP2 presentation</p> <p>WP2 Presentation - Activities, Timing and next steps</p> <p>BW-CON – Sina BAKU</p> <p>AI 2.2 Expert meeting :</p> <p>The expert meeting (WP2) was planned to be organised in Strasbourg in October 2017. Due to the switch of meeting place between Torino and Mulhouse, partners agree to organise it in Torino the 28th and 29th of September.</p> <p>CSP should confirm the organisation as soon as possible.</p> <p>The objective of the expert meeting is to validate that the tools developed in WP2 will answer to their expectations and could be useful for them.</p> <p>To all partners :</p> <p style="padding-left: 40px;">Experts should be identified before the end of August. The expert meeting is opened to others participants like observers. If they are experts, we do contract in respect of procedure.</p> <p>T2.2.2 :</p> <p>Guideline should help each partner on what partners will produce for WP3. Strategic approach for the project is oriented to help stakeholder and what is the final help for SME's. Partner can look the smart specialisation platform and find a lot of information on digital strategy best practices.</p> <p>For Agence Regionale PACA :</p> <p style="padding-left: 40px;">Recover and analyze the CETIM tools offered at Region PACA</p> <p>T2.2.3 : Tools will be used by the pilot before WP3.</p> <p>T2.2.4 : What is the level of financing instrument? National and European.</p> <p>For Auvergne Rhone Alpes Entreprises AURAE :</p> <p style="padding-left: 40px;">Analyze portal UPFEE that exists in Rhone Alps</p> <p>To all partners :</p> <p>Ask the user according to their expectations.</p> <p>Speaking about cluster SME intermediaries</p>
15.15-17.00 pm	* SMART SPACE Project – WP3 and WP4 presentation

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	<p>WP3 – Presentation of the pilot actions and first inputs for the methodology</p> <p>Sebastien GAY - Auvergne-Rhône-Alpes Entreprises</p> <p>Process of selection of SME's: We will work with the consortium BIFOCALP to know the indicators used.</p> <p>Deliverables WP 3 : We can not change indicators as the number of SMEs but it is possible to replace thematics as robotics by other solutions.</p> <p>WP4 – Presentation of the activities and discussion on the main topics</p> <p>Roberto Sandrini – CCIAA DL</p>
17.00-17.30 pm	<p>Summary of decisions taken by the Steering Committee meeting – Roberto Sandrini – CCIAA DL</p> <p>Conclusions</p>

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List of participants

Alsace Innovation	Jean Jacques Bernardini	FRANCE
Alsace Innovation	Isabelle Botzkowitz	FRANCE
Alsace Innovation	Nicole Lassablière	FRANCE
ARII PACA	Eduard Dulau	FRANCE
TPLJ	Simona Zneževič Vernon	SLOVENIA
TPLJ	Ales Pevc	SLOVENIA
Bwcon	Sina Baku	GERMANY
ITG Salzburg	Reiner Steindler	AUSTRIA
AFIL	Marzia Morgantini	ITALY
AFIL	Fabiana Pirola	ITALY
UASRo	Adrian Fried	GERMANY
CSP	Michela Pollone	ITALY
ARDI Rhône-Alpes	Sebastien Gay	FRANCE
ARDI Rhône-Alpes	Sara Maiez-Tribut	FRANCE
Aws	Christina Koch	AUSTRIA
AWS	Nura Ali	AUSTRIA
CCIAA DL	Zotti Francesca	ITALY
CCIAA DL	Roberto Sandrini	ITALY