



**COST ACTION E43
Harmonisation of National Inventories in Europe:
Techniques for Common Reporting**

**Horsholm (Denmark)
09 September 2004 from 17:00-18:00 hrs**

1. Welcome to participants

In opening the meeting Action Chairman Prof. Erkki Tomppo welcomed all participants.

Representatives from the following 20 countries have participated in the meeting:

Austria, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Hungary, Iceland, Ireland, Italy, Lithuania, Norway, Romania, Slovakia, Slovenia, Sweden, Switzerland and the United Kingdom.

2. Adoption of agenda

The agenda has been adopted without any amendment.

3. Minutes of last meeting

The minutes of the first meeting of the Management Committee held on 28 - 29 June 2004 at the COST Office in Brussels have been approved.

4. General Information from the COST Secretariat

The Science Officer Mr. Siegel informed about the most recent developments in the COST Programme.

**09/09/2004 COST IN SWEDEN, FINLAND AND ESTONIA AND ELSEWHERE
At the EuroScience Open Forum in Stockholm, Sweden**

Professor Fedi, President of the COST Committee of Senior Officials (CSO), participated in the "Euroscience Open Forum 2004 (ESOF 2004)" organised by EUROSCIENCE in

Stockholm, Sweden, from 25 to 28 August. This was the first pan-European scientific meeting ever staged to provide an interdisciplinary forum for open dialogue, debate and discussion on science and technology in society. The objective was to bring scientists from all fields, policy makers, representatives from industry and from the media from all over Europe to one meeting. The meeting was attended by approximately 1700 participants, including around 300 journalists from across Europe. Professor Fedi took part in the debate on the future European Research Area. COST was represented also by Tony Mayer, Director of the COST Office and Chair of the Finance Committee of the Conference. The COST Office was one of the main "exhibitors" at ESOF 2004 having a COST stand to provide information on COST to the delegates. Individual members of the COST Office were active participants in several sessions.

Professor Fedi was also invited to present a contribution on " Research Networks in Europe: building collaboration in the enlarged Europe" during the 16th Annual Conference organized by the Academia Europaea in Helsinki, Finland, from 2 to 4 September. The objective of the conference was to bring together eminent researchers from across all disciplines for an open debate on a range of key factors that have shaped the Europe of today and may well contribute towards the Europe of tomorrow.

03/09/2004 COST strengthens its ties with EUREKA

Mr Stefan Cairen, Vice President of the COST Committee of Senior Officials (CSO), was recently nominated member of the Executive Group of the High Level Group of EUREKA and in his new position he will in the future play an active role in strengthening the COST-EUREKA synergy. Following the meetings between the COST CSO President, Professor Francesco Fedi, the COST CSO Secretariat and the COST Office with representatives of EUREKA, a roadmap to reinforce the contacts between the Chairs of umbrella and cluster projects of EUREKA and the Chairs of the COST Technical Committees and eventually COST Actions has been established already. This seems particularly important in view of the joint contribution of COST and EUREKA to `Launching European technological initiatives` - one of the six axes proposed by the European Commission for the future activities in the European Research Area

18/07/2004 The COST President meets the TC Chairs for the first time

Professor Francesco Fedi - the President of the COST Committee of Senior Officials - convened, for the first time, a meeting with the Chairs of the COST Technical Committees (TCs) on 12 and 13 July in Brussels. The meeting was attended also by representatives of the COST Council Secretariat and of the European Commission and also by the Director, Deputy Director and Science Officers of the COST Office.

The main topics discussed were:

- assessment, monitoring and final evaluation of COST Actions;
- synergy with ESF;
- dissemination of COST results and the forthcoming COST DAY (30 November 2004);
- domain reviews and possible restructuring of the COST Technical Committees;
- position of COST in the ERA;
- Rapporteurs and tasks of the CSO JAF Group;
- TC's budgets, initiatives and strategy;

- procedures to reduce the time for launching new COST Actions;
- appointment and role of TC members.

28/06/2004 Response to Commission's Communication

Professor Fedi, President COST, gave his comments on the European Commission's communication on "Science and Technology, the key to Europe's future – Guidelines for future EU policy to support research" COM (2004) 353. The comments are a first personal response to the European Commission's communication. The COST Committee of Senior Officials will be preparing an official COST position on this important and strategic issue. The recent official communication from the European Commission continues the debate on the development of the European Research Area with particular emphasis on the possible future shape of the next (the seventh) Framework Programme. The communication identifies six major objectives:

1. Creating European centres of excellence through collaboration between laboratories
2. Launching European technological initiatives
3. Stimulating the creativity of basic research through competition between teams at European level
4. Making Europe more attractive to the best researchers
5. Developing research infrastructure of European interest
6. Improving the coordination of national research programmes

To most of these objectives COST can or already does contribute as the platform on which the success of the future Framework Programme can be built.

15/06/2004 COST Devolution takes its First Steps

Within one week of taking up his office, the new COST President Professor Francesco Fedi convened the kick-off meeting of the core Group of the Committee of Senior Officials (CSO) - the JAF Group – on 8 and 9 June. The JAF Group has been formed to address the need for the CSO to introduce the devolution of decision making as far downstream as possible. This is in order to reinforce the strategic role of the CSO and its function as the highest governing body of COST.

The JAF meeting reviewed work on the objectives set by the President. In particular JAF concentrated on the positioning of COST in ERA and FP7.

COST Website

A transfer of the official COST Web-site to the ESF server is planned, during the next few months the Web-site still can be reached under the following address: <http://cost.cordis.lu/src/home.cfm>. All MC members will be informed in time about the intended transfer.

Status of the COST Action E43

According to the files, so far 23 countries have joined COST Action E43:

Austria, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Netherlands, Norway, Romania, Slovakia, Slovenia, Spain, Sweden, Switzerland and the United Kingdom.

Furthermore, the MC has been informed that Iceland will sign soon the MoU as it has already nominated its MC members.

Budget Status

After having contacted all Management Committees of the COST Domain on Forestry and Forest Products the budget plan for the year 2004 has been drafted. In the light of its activities 115.000 Euro have been allocated to COST Action E43.

In the run of the year 2004/2005 STSMs and publications will be financed of a central budget line.

5. Year budget planning

According to the files 16.600 Euro have been spent for the first MC meeting. 41.000 Euro have been earmarked for the Horsholm meeting. Furthermore, financial means to the amount of 58.000 Euro have been committed for the meetings planned to take place in the course of the running year (details see below listed table).

The officeholders as well as all delegations have been asked to assure that in the light of the limited financial means all future participants of activities organised by COST Action E43 will dedicate adequate attention to the principle of the most economical overall expenditure when asking for reimbursement.

BUDGET 2004

E43	28/06/2004	Brussels (B)	16593	PAID	
	15/07/2004	Helsinki (FIN)	4800	APPROVED	
	09/09/2004	Horsholm (DK)	53250	APPROVED	
	30/09/2004	Nogent-sur-Vernisson (Paris) (F)	6000	APPROVED	
	21/10/2004	Gembloux (B)	24000	APPROVED	
	05/11/2004	Brussels (B)	1200	APPROVED	
	02/12/2004	Florence (I)	45000	APPROVED	
					150843

The budget for the year 2005 will amount to approximately 90.000 Euro allowing the financing of 110 missions. In the course of October 2004 the budget plan for the year 2005 will be revised in the light of the activities carried out by the individual Actions.

6. STSM status, applications

A special central budget line has been established for a centrally financing of STSMs. All Actions should ensure that in the running year at least 7 missions will be carried out

So far the Steering Committee has not received any application for a STSM.

All MC members have been invited to take advantage of this special instrument of the COST Programme by encouraging young researchers to apply for STSMs.

Although new applications are very welcomed, the new missions should be planned in such a manner that reports could be sent in before the 30 November 2004.

7. Publication, annual report

The Science Officer informed the Management Committee that each Action has to submit a Progress Report before the end of a calendar year. A template can be found in the annex of the COST Document 222/03 'Guidelines for assessment, monitoring and evaluation of COST Actions' approved by the CSO on 6-7 February 2003 (see COST Web-site).

The Management Committee has been invited to develop a publication strategy.

8. Evaluation

The Science Officer informed the Management Committee that the COST Document 222/03 contains also information on the evaluation process implemented by Committee of Senior Officials (CSO) and adequately adapted by the Technical Committee on Forests and Forestry Products.

9. Request for new members

The period within which COST member states can join this Action without any conditions being imposed, runs for twelve months from the date of approval by the Committee of COST Senior Officials and will expire on 15 February 2005. Any request of a COST member state for accession to COST Action E43 submitted after the above mentioned date will have to be approved by its MC.

10. Non COST participation

Since the first MC meeting the COST Office has not received any request from a Non COST institution.

11. Web news

The Web-site of Action E43 (www.metla.fi/eu/cost/e43) is hosted by Metla.

After the presentation of the new Action Web-site the Management Committee expressed its gratitude to Prof. Tomppo and his team for setting up such an informative Web-site.

The Management Committee members have been invited to provide additional information.

12. Progress Report of Working Groups

In the frame of the MC meeting as well as a Plenary meeting at the end of the Workshop the three WG Coordinators informed the MC members comprehensively about the discussions in the Working Group as well as the intended activities. The outcome of the Working Groups meeting will be recorded separately.

13. Long term planning

In frame of the Horsholm Workshop detailed strategies concerning the implementation of the objectives of the three Working Groups have been presented. Working plans will be elaborated in the light of the related discussions in the course of the forthcoming Steering Committee meeting as well as the next Joint Working Groups meeting.

14. Time and place of next meetings

The Management Committee revised the meeting plan elaborated in the course of the first MC meeting as follows:

Nogent sur Vernisson	30/9 – 1/10 2004	Steering Committee Meeting
Gembloux	21 – 22 October 2004	Joint Working Groups Meeting
Rome (or Austria)	2 – 3 December 2004	MC3 & Joint WGs
?	14 – 15 April 2005	MC4 & Joint WGs
?	21 – 22 April (alternative)	
?	29 – 30 September 2005	MC5 & Joint WGs
?	6 – 7 October (alternative)	
?	7 – 9 April 2005	Trainings Course (subject to confirmation)

Signatory Countries have been invited to consider the organisation of meetings.

15. Any other business

No issue has been raised under this agenda item.

16. Closing

In closing the Joint Management and Working Groups meeting, the Action Chairman Prof. Tomppo expressed his gratitude to the Working Group co-ordinators, the authors of the presentations as well as all other officeholders for their active role in preparing and conducting the ending workshop. In particular he whole-heartily thanked the local organiser Dr. Annemarie Bastrup-Birk and her team for the excellent organisation of this meeting. Furthermore he expressed his appreciation to all delegates for their active participation.

Günter Siegel
September 2004