



September, 2017

Minutes of the ERFP - Steering Committee meeting - 25th August 2017 in Tallinn, ES

Chair: Sipke Joost Hiemstra, NC The Netherlands

Participants: Beate Berger, NC Austria; Jeanne Bormann, NC Luxembourg; Jan Tomka, NC Slovakia; Kristaq Kume, NC Albania; Danijela Bojkovski, Gasan Osojnik, both ERFP Secretariat.

ERFP Steering Committee Meeting

Sipke Joost Hiemstra opened the meeting and welcomed the participants. Agenda of the meeting was presented. **As there were no amendments, the Agenda was approved.**

ERFP Progress report

Danijela Bojkovski presented the “Annual progress report for the 2017”. Work and meetings of the Secretariat, Steering Committee (SC), WG, TF and *Ad hoc* Actions were presented.

The end of term for the ERFP Secretariat and ERFP Chair will end at the same time (according to current ToR happening every 12 years). SC would like to avoid simultaneous change of the both important bodies in the future, therefore few options were discussed.

Together with the MYPOW, the ToR should also be reviewed in the next year, and SC may try to find the solution for the election periods of the Chair and Secretariat. Procedures for election of WG/TF Chairs and experts should be reviewed and defined in a revised ToR as well.

ERFP Financial Report

The Secretariat presented the “Financial report for 2016” and the current financial situation (cut off 15th August, 2017). ERFP received a few additional Country contributions from the countries which have not paid in the previous years. The country contributions received so far are already higher than last year. However, we hope for some additional country contribution payments.

The closing budget was presented to the SC for the previous financial year 2016. The SC accepted the final budget for 2016. The expenses table for 2017 was showed and SC proposed additional row (“balance”) where annual difference between spent and received budget would be visible. The expenses for the GA in 2017 will be higher than in 2016. Dubrovnik is more expensive and there are probably less possibilities to get support from the Ministry.

Financial report was accepted by the Steering Committee with minor amendments.

Letter of request for the country contributions

Possible amendments of the letter for country contribution, sent out every year in December were discussed and SC agreed that no changes are needed. Secretariat can send letter again to SC and ask for possible amendments.

Review and drafting of MyPoW 2018-2021

The end of period is approaching for the MyPoW. The Secretariat proposed the procedure for possible amendments. After the GA meeting letter will be send out to all NC, requesting proposals for possible amendments. All the suggestions can be send to the Secretariat by the end of the year 2017. At the next SC meeting in 2018 all amendments will be discussed and finalized. Revised MyPoW will then be send to the NCs for review and a final draft will be distributed to NCs before the next GA. **The Steering Committee agreed to the procedure.**

Issues related with the TF ABS Chair

The current Chair of the TF ABS Elzbieta Martyniuk was replaced as the National Coordinator for Poland. The issue was raised related to the ToR where: “TF should consist of 3-8 experts, of which at least the leader should be a member of the Assembly”. Current Chair of TF ABS is not NC and as consequence not member of the Assembly. The SC interprets that that the rule about a leader of the TF “should” allow us derogations.

The SC therefore decides to extend the mandate for the Chair - Elzbieta Martyniuk for the period of one year and present this to the GA.

End of term – member of the SC

The end of term finished for the current member from Albania, Kristaq Kume, representative of the South Region. Secretariat sent out letter to all NC and invited them to nominate possible candidates. One proposal was made to nominate Srdjan Stojanović. His CV was circulated to the SC prior to the meeting. **The SC agreed with the proposal and election can be performed at the GA meeting.**

End of term for ERF Secretariat

In the General Assembly meeting, the end of term for the existing Secretariat will be announced. Secretariat will invite NCs with a letter after the GA that tender is open for applications. Applications will be collected until end of December 2017. By the end of January the Secretariat will distribute applications to the SC. At the next SC meeting, the SC will evaluate applications. All applications and SC evaluation will be distributed to all NC and at the General Assembly meeting 2018, the new secretariat will be elected. After GA in 2018, the current Secretariat will hand over responsibilities to the newly elected Secretariat. Financial management and Reimbursements after the GA will remain the responsibility of the current secretariat until the end of 2018. Current Secretariat will close financial year 2018.

General Assembly meeting

The final Agenda of the General Assembly meeting was discussed by the SC and approved.

ERFP Reports

Reports of the ERFP activities in 2017, WGs, TFs, Ad hoc Actions

Task Force Access and Benefit Sharing and Task Force EU Matters - There are no further activities planned that will change the budget.

Task Force In situ conservation and valorisation of AnGR is active until the end of this year. The establishment of a permanent WG will be proposed at the GA meeting. The current TF proposed Sebastian Winkel to become the Chair of the newly established WG. The Secretariat will contact Sebastian Winkel to check if he is willing to apply as a chair and the Secretariat will also check whether the NC of Germany agrees. After establishment of a permanent WG In Situ, the Secretariat will also send a letter to all NCs with a call to nominate experts into the new permanent WG.

Working group Ex situ conservation - There are no further activities planned that will change the budget.

Working group Documentation and Information - WG report was revised by the ERFP Chair and Secretariat and recommendations were sent to the WG Chair regarding the activities on quality and completeness on the EFABIS which should be primary objective of the WG as well as collaboration with ERFP Development of ERFP Communication Tools.

Ad hoc Action EUGENA Web portal design - The portal is under development, budget implications are expected to be according to the planned budget. Expected total costs for this year is 12.000€, and approx. 5.000€ for the next year for data collection and entry.

Ad hoc action Development of the ERFP Communication Tools - The logo, templates and CIM are developed and mock-up prepared for the presentation at GA meeting. Budget implications are expected to be within the planned budget, probably not everything will be spent this year.

Evaluation of (joint) meetings of WGs/TFs and responsibilities

The SC finds joint meetings effective, as it enables a good working atmosphere and good time management. However, although organization of the joint meetings can save budget, countries are sometimes sending just one expert for all the groups. And the organization of joint meetings requires a lot of organizational efforts (for the Secretariat), the agendas should be prepared on time and harmonized between different WG/TF. Only careful planning and agenda preparation will enable members to attend all the meetings.

Further procedure and goals for the ERFP Ad hoc actions

The Secretariat received two new *Ad hoc* action proposals both received just before the SC meeting:

- “Indicators for monitoring status and trend of honeybees and pollination ecosystem services“, budget: 8,000 €.
- “Mountain breeds in Europe”, budget: 18,000 €.

The SC took note of the received application and opens the call for additional *Ad hoc* actions until 1st November 2017. After that date SC will decide about the proposals over the email, taking into account the agreed budget for *Ad hoc* Actions in 2018.

Collaboration of networks (ECPGR, EUFORGEN) step forward; Horizon 2020 proposal

The procedure of the proposal preparation was presented to the SC. All three networks have agreed to identify the main activities of the project, and then define the project consortium. Based on the activities laid down in the different work packages most appropriate partners will be selected for each activity. When selecting the partners in project, all three networks will have to consider the regional distribution of partners within the project.

ERFP communication matters

The progress of the *Ad hoc* Action Development of the ERFP Communication Tools was presented by Gasan Osojnik. The SC agreed with the new logos and templates. The mock-up of the new ERFP website was also presented and SC expressed their positive opinion related to the development of all documents and website. The roadmap for finalizing the website was presented to SC and they approved the future work on it.

Activity plan and Budget Proposal for 2018

The budget proposal for 2018 was finalised to be presented at the General Assembly. The budget was set in accordance to ERFP ToR at 123.000,00 €. Danijela Bojkovski also presented the future activity plan for 2018. The SC noted that activities of ERFP are increasing. Without additional country contributions in the next year, this may result in a negative “balance” in the next years. SC agreed to discuss this issue in the GA.

The meeting of the SC was closed by Sipke Joost Hiemstra at 16:30.

Minutes of the bilateral meeting of the ERFP Steering Committee and the FAO 25th August 2017 in Talinn, ES

Chair: Sipke Joost Hiemstra, NC The Netherlands

Participants: Beate Berger, NC Austria; Jeanne Bormann, NC Luxembourg; Jan Tomka, NC Slovakia; Kristaq Kume, NC Albania; Danijela Bojkovski, Gasan Osojnik, both ERFP Secretariat, Roswitha Baumung, FAO.

Sipke Joost Hiemstra welcomed the representative of the FAO.

Roswitha Baumung (FAO) informed on the status of the DAD-IS development, specifically on the definition of sufficient material stored (SDG indicator 2.5.1), etc. In the process of DAD-IS development, FAO has closely involved the NCs and other stakeholders (EAAP WG on AnGR, (ERFP and its WG Documentation and Information) by inviting them to test 2 versions of a prototype of the new DAD-IS. However, the response of the NCs from European region and ERFP WG so far is very low. A next version for testing will be shared with all NCs in September. The launch of DAD-IS is planned for 21th–22th November 2017 in Rome.

The possibility to present the SDG indicators on the new ERFP website was discussed. Regarding the socioeconomic fields proposed by the WG Documentation and Information, FAO indicated that it should be possible to integrate them in the new system. However, this might not be realized this year. Also, the possibilities to import data into EFABIS from CryoWEB will be examined.

After this phase of the project, FAO is planning to apply for additional funds in order to develop other regional nodes. Additionally, fields for domesticated pollinators will be developed.

The bilateral meeting was closed by Sipke Joost Hiemstra at 17:15.