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**Date:** November 23d, 2018

**Location:** Schipol, the Netherlands

**Attendance:** Bart Vonk (Rijkswaterstaat), Marco Weijland (Krimpenerwaard Regional Water Authority), Peter Cavala (County Administrative Board of Skåne), Erik Kraaij (Dutch Water Authorities), Peter van Besien (Agency for Maritime and Coastal Services), Ansgar Dettmer (Artlenburger Dike Association), Ole Beck Andersen (Municipality of Esbjerg)

**FAR PLG Chair:** Willy Dekker (Rijkswaterstaat)

**FAIR Team:** Liesbeth van Riet Paap (Rijkswaterstaat), Berry Gersonius (UNESCO-IE), Sanne van der Mijl (Rijkswaterstaat)

**Not present:** Jim Barlow (Environment Agency), Stephan Kräbig (Hamburg Port Authority), Myra Kremer (Dutch Flood Protection Programme)

<b>13:00 – 13:15</b> <i>Willy Dekker (Chair)</i>	<ul style="list-style-type: none"> <li>• <b>Opening and welcome of the attendees</b></li> <li>• <b>Agenda</b></li> <li>• <b>Announcements</b></li> <li>• <b>Minutes and actions of previous meeting</b></li> <li>• <b>Purpose of FAIR</b></li> <li>• <b>Purpose of the PLG</b></li> <li>• <b>Purpose of this meeting</b></li> </ul>
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Willy Dekker opens the meeting, followed by a short introductory round of the attendees. The minutes and actions of the previous PLG meeting (March 8<sup>th</sup> 2018, Schoorl) are accepted.

*Berry Gersonius explains the purpose of FAIR*

North Sea Region (NSR) countries depend heavily on flood protection infrastructure, such as dykes, dams, sluices and flood gates. Many of these structures will reach their end-of-life between 2020 and 2050. Currently in all NSR countries, policies aim to maintain, renovate and adapt the existing infrastructure. This has led to large-scale investment programs, such as the UK flood and coastal erosion risk management investment program and the Dutch Flood Protection Program.

- FAIR aims to deliver faster and cheaper asset management for flood protection in NSR;
- It gathers a consortium of asset owners and operating authorities (AOs) who have inventoried current approaches in use, with support of a scientific team (ST);
- The AOs have self-assessed their (baseline) maturity in delivering asset management for flood protection, along with their potential for improvement in FAIR (and beyond);
- Challenges for improvement have been identified in a transnational policy debate and (later) included in a policy brief;
- The policy brief provides 4 leverages or policy recommendations to help address these challenges, and thereby deliver faster and cheaper asset management;
- The proof that these leverages (actually) contribute to faster and cheaper asset management will be provided in the pilots, and monitored through the project result indicators;
- The uptake of the leverages / policy recommendations will be advocated through national policy debates, organized by the AOs

The PLG has a dual purpose:

- 1- The PLG will reflect upon and advocate the project results of FAIR (mainly the interaction between and the reflection on the work of the asset owners and academics)
- 2- The PLG is a vehicle to establish and maintain the FAIR network (further disseminate the project results within and outside the Partner's own organization and ensure a two way process)

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*Willy Dekkers explains the main purpose of this meeting*

During the last meeting, the improvement potentials of FAIR during the project duration have been defined. Now we make some progress, by agreeing on the FAIR Folder and the further dissemination of FAIR.

<b>13:15 – 13:30</b> <i>Berry Gersonius</i>	<b>• FAIR Folder and Dissemination</b>
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*Berry Gersonius explains the documents in the FAIR folder*

This folder contains a set of documents that have been produced as outcomes of the FAIR project. Each of the documents has different key messages and intended target audiences, of which the PLG should be aware when disseminating these. Some are work in progress that will be presented to the PLG members for comments. The following documents are included in the FAIR Folder:

- FAIR Factsheet
- FAIR Framework
- FAIR Policy Brief (work in progress)
- FAIR End Report (work in progress)

The PLG members agree with the documents in the FAIR folder.

<b>13:30 – 14:00</b> <i>Berry Gersonius</i>	<b>• Recommendations in the FAIR Policy Brief</b>
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*Berry Gersonius presents the recommendations in the FAIR Policy Brief*

Bart Vonk: it is important to make a distinction between dissemination to other organizations and dissemination within your own organization.

Erik Kraaij: there is also a distinction between policy advisors and practitioners.

Peter van Besien: these are recommendations that I can translate to my own organization.

Ole Beck Andersen: I am interested in new knowledge that can be used by practitioners to provide the politicians with suitable advice.

Peter van Besien: we are very interested in the policy recommendation: 'Flexible and adaptable asset management'. At MDK we make use of the current masterplan, but we are working on a new plan. You need flexibility to transfer from one plan to the other.

Marco Weiland: we have a strategic plan that we have to translate to physical planning. Therefore we are interested in policy recommendations 1 and 3: 'An integrated approach' and 'Flexible and adaptable asset management'.

Ole Beck Andersen: at Esbjerg we focus on the policy recommendations 1 and 2: 'An integrated approach' and 'Strategic and operational processes', which represent according to us the FAIR Handshake. Ansgar Dettmer echoes these findings.

**Action to Bart Vonk and Berry Gersonius:** (1) rewriting the Policy Brief so that it becomes more specific for flood defenses, (2) connect the Policy Brief to the FAIR goals, (3) make it more specific with instruments.

Willy Dekker: I suggest that in the next PLG meeting, we are going to discuss how everyone is going to execute these Policy Recommendations in their own organizations.

**Action to all:** discuss the FAIR Policy Recommendation within your organization and give a short recap of your findings during the next PLG meeting in March 2019.

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<b>14:15 – 14:30</b> <i>Bart Vonk</i>	<b>• Presentation Duty of Care</b>
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*Presentation Duty of Care by Bart Vonk*

Primary defenses have to meet the standards, but also in the future according to Duty of Care you have to, on a yearly basis, prove your defenses meet the standards. There is also transparency to the public as the report is published to the internet. This way everyone can see what the areas of improvements are.

There are 12 activities that make up the Duty of Care systematic. For these activities, the Plan, Do, Check and Act cycle must be demonstrated. Rijkswaterstaat translates the results to a thermometer so that it is recognizable where Rijkswaterstaat meets the standards and where not. This approach would be a nice subject for a Peer to Peer meeting. This way we could discuss how we undertake these actions in our own respective countries.

Willy Dekker: the systematic of Duty of Care really helps us to assess the status of the flood defenses.

<b>14:30 – 15:15</b> <i>All Participants</i>	<b>• Set up of the PLG Support Group (Exchange of experiences)</b>
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Willy Dekker: dissemination is one of the main goals of the FAIR project. Therefore it is really important to involve this topic into the discussion today and in our further work. I would therefore like to do a tour de table in which we can exchange our approaches and experiences.

*Bart Vonk presents the set up of the PLG Support Group for the Netherlands (Rijkswaterstaat, Krimpenerwaard Regional Water Authority, Dutch Water Authorities)*

We think you should first disseminate to the experts, but also to the management and directors level. And simultaneously you should disseminate within your own organization, but also to other organizations.

We define the following levels: Working Group Flood Defense and Knowledge Asset Management (level RWS Colleagues), Knowledge and expertise platform and the Kring of Sea Wall Engineers (level experts, practitioners and managers of the coastal regions of RWS and regional water authorities), Platform Flood Defenses (level Heads of Units Asset Management Flood Defenses of all Regional Water Authorities and RWS), Directors consultation on flood risk management (level Directors)

*Ansgar Dettmer presents the set up of the PLG Support Group for Artlenburger Dike Association*

I can ask some of the other dike associations if they would be able to take part. Or I could ask the water boards who meet twice a year.

**Action Ansgar Dettmer:** puts FAIR on the agenda of the Dike Association in June 2019. Ansgar will also ask the other Dike Associations in Lower Saxony if they've heard of ISO55000 and disseminate the document. It is difficult to define what else I can do, because we do not have strong connections in the region.

**Action Liesbeth van Riet Paap:** will contact Frank Thorens (BwN) to ask him how to disseminate FAIR in Lower Saxony and if he needs any help with that.

*Ole Beck Andersen presents the set up of the PLG Support Group for Esbjerg*

We aim to disseminate the message of FAIR via already existing groups. The first group would be the Coordination Group for Climate Adaption Planning in Esbjerg Municipality (level: colleagues within Esbjerg Municipality). This group has been in function for some years with the purpose of coordinating climateadaptation under the responsibility of Esbjerg Municipality.

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The second group is: Inter Municipal Coordination Group for flood protection in the Danish Wadden Sea (level: Municipal managers and The Danish Coastal Authority (DCA) together with the Danish Ministry of Nature). This group has been established quite recently and aims to coordinate actions to protect the Danish Wadden Sea coastline against flooding.

The third group we would like to make use of: Inter Municipal Group addressing back water issues in the east-west river systems. This group was established quite recently in order to make an effort to solve back water issues (level: Municipal expert staff on climate adaption planning and river systems). And finally, the last group is: Trilateral Wadden Sea Forum.

*Peter van Besien presents the PLG Support Group for MDK*

We would like to disseminate the message of FAIR when it is getting more concrete via the following groups: every two months we have a meeting with the engineers and experts of the Complex project coastal vision group, which is a great platform to disseminate the information. The other group: Flanders Hydraulics, consists of hydraulic experts and researches who execute some research on hydrology and sand engines. The results of FAIR can be beneficial to them too. For the remaining two groups: Consultation of the city councils (local government) and Consultation province (other stakeholders) FAIR might be also interesting, although not on a very detailed level. I would like to let them know how we deal with problems concerning adaptive solutions.

Berry Gersonius: this question applies to all presentations, are you keeping track of the emails you send to people to disseminate the message of FAIR? This is for two reasons, not only do we have to show the European Union what we are doing, but it is also useful to keep track of what kind of feedback people give to FAIR to further improve the project.

Liesbeth van Riet Paap: my aim is that everybody in Europe at least knows about the recommendations of FAIR and preferably will use them after the project duration.

Willy Dekker: in other words you might have to do something extra to further disseminate the message of FAIR behind the groups you are currently addressing (via for example internet pages or the Learning Platform).

**Action Berry Gersonius and Sanne van der Mijl:** will check the outputs and the numbers we have to disseminate to

*Peter Cavala presents the PLG Support Group for Skåne*

A bit of context: in Sweden the landowner is responsible for the land, but cannot do anything as the Municipality has the planning responsibility.

When it comes to disseminating the message of FAIR, the first group we would like to address is the working Group Flood Defense and Knowledge Asset Management, in which Skåne takes part. On a slightly higher level is the Regional Council for Crisis and Contingency (level: Heads of Crisis and Contingency). Then there is the Regional Working Group for Crisis and Contingency (level: municipality and town level),

Willy Dekker: to summarize this agenda item, I would like to emphasize once more the importance of dissemination. Use the existing networks in your respective organizations and countries, talk about FAIR, the further we move on, the more you can share your recommendations, let us know with whom you are talking about FAIR and how many people you discuss FAIR with, and how these people react on FAIR, as they can help us to improve the results of FAIR. And if the secretariat has any ideas concerning the further dissemination of FAIR, please share them with the rest of the PLG.

**Action Berry Gersonius, Liesbeth van Riet Paap and Sanne van der Mijl:** share ways and ideas for dissemination with the PLG members

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<b>15:15 – 15:45</b> <i>All Participants</i>	<b>• Set up of the FAIR Policy Debate (Exchange of experiences)</b>
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Willy Dekker: I would like to move on to the Policy Debates. They have already been mentioned a few times during the meeting. The Policy Debates are another way to further disseminate the message and results of FAIR.

*Bart Vonk reflects on the Policy Debates in the Netherlands*

The purpose of the Policy debate: FAIR creates a methodology to enable to enhance the quality of the FAIR project.

What we have to be aware of concerning FAIR is the Valley of Death: everything goes smoothly, but by the end of the project we might have lost our end users. The Policy Debates can help you to bridge the gap between the project development and the needs of the end users. The Policy Debates do not only send information to the end users, but also enable end users to give some direction to the project.

In the Netherlands we organized 2 Policy Debates. The first being in June 2017 in Velp. The aim was to identify the FAIR result indicators. National and regional policy makers, asset owners and scientists attended the debate.

The second Policy Debate in Schoorl had a different set-up and took place in March 2018. The goal was to define the approach of FAIR for the coming years. The same stakeholders attended, but it was more interactive. There was a spider diagram on the floor, which facilitated the discussion on barriers.

In conclusion: the Policy Debates are very useful to get feedback from the end users. And finally some recommendations: use creative forms to get the interactive exchange; it helps if you have concept results to discuss; be open minded: willing to adapt the concepts; show what you have done with the output.

Every FAIR Partner has to organize at least one Policy Debate before March 2020 (the end of the FAIR project).

Peter van Besien: I would wait for the End Report to be able to have a discussion in more detail.

Willy Dekker: you don't want to be too early because then there is nothing to discuss and you don't want to be too late, because then you cannot use the outcomes of the debate for your project.

Therefore you have to choose a moment in time in between.

Ole: our politicians are all new, which means we have to prepare them much more than with the former politicians.

Liesbeth van Riet Paap: my experience with Room for the River was that it was very handy to discuss new topics with politicians in their first year, as they want to know about new developments with which they can distinguish themselves.

Sanne van der Mijl: WP6 will not help you with the logistics (sending mails and hiring venues) but will definitely help you with the arrangements concerning your Policy Debate. We can share our own experience and stakeholders with you: what is a suitable form for the Policy Debate, how would you define your stakeholders, what are the themes you could address.

It is important so stress however, that the PLG member together with the FAIR Partner, are responsible for the Policy Debate. It is your specific network, links and knowledge that is leading in organizing the Policy Debates.

In the last Technical Meeting that took place in Ghent, about 3 weeks ago, we suggested to the Partners (your counterparts that are in the FAIR project) to link the Policy Debates to the Coordination Group Meetings and the Technical Meetings. That resulted in the enclosed planning for the remaining 1,5 years.

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**Action to all:** for the next PLG meeting in March 2019, all Partners give a short recap of the participants of their National Policy Debates and what topics have been discussed

<b>15:45 – 16:00</b> <i>Willy Dekker</i>	<ul style="list-style-type: none"> <li>• <b>Round-up and approval of actions</b></li> <li>• <b>Next meetings</b></li> <li>• <b>AOB</b></li> <li>• <b>Closure</b></li> </ul>
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Willy Dekker: the suggestion of the FAIR PLG Secretariat is to plan the next PLG meeting on 25/03/2019, in Hamburg. The idea is to either have the same planning as today: start the meeting with a lunch, so that everyone can travel in the morning, or plan the PLG meeting on Monday morning 25/03/2019 and plan the Policy Debate in Hamburg in the afternoon

**Action Sanne van der Mijl and Liesbeth van Riet Paap:** will let the PLG members know as soon as possible what the planning of the next PLG meeting and Policy Debate will be.

**Action to all:** block your agenda on Monday March 25<sup>th</sup> 2019.

Liesbeth van Riet Paap: when we started the PLG we made an agreement that we would speak to one another twice a year (one time face to face and one time via teleconference). After the first teleconference, the members were not satisfied with how it went due to some technical problems. That is why we altered the initial agreement and decided to meet each other twice a year face-to-face.

**Action to all:** block Friday the 22<sup>nd</sup> of November 2019 in your agenda. In Hamburg we will decide whether the meeting should be a face to face or a teleconference meeting.

*Sanne van der Mijl summarizes the actions of the PLG meeting*

I would now like to validate the actions discussed during the meeting with you. You will then receive the actions and the minutes within a few weeks after the meeting.

Willy Dekker thanks all the PLG-members for their contribution. She is looking forward to meeting them again at the next meeting on March 25<sup>th</sup> 2019 in Hamburg and closes the meeting.



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## Annex 1: Action List











Number	Action	Who	Deadline
PLG-03-01	(1) rewriting the Policy Brief so that it becomes more specific for flood defenses, (2) connect the Policy Brief to the FAIR goals, (3) make it more specific with instruments.	Bart Vonk and Berry Gersonius	21/01/2019
PLG-03-02	Discuss the FAIR Policy Recommendation within your organization and give a short recap of your findings during the next PLG meeting in March 2019.	Action to all	25/03/2019
PLG-03-03	Puts FAIR on the agenda of the Dike Association in June 2019. Ansgar will also ask the other Dike Associations in Lower Saxony if they've heard of ISO55000 and disseminate the document. It is difficult to define what else I can do, because we do not have strong connections in the region.	Ansgar Dettmer	ASAP
PLG-03-04	Will help Ansgar Dettmer to set up a PLG Support Group	WP6 Leaders	ASAP
PLG-03-05	Will contact Mister Frank Thorens (BwN) to ask him how to disseminate FAIR in Lower Saxony and if he needs any help with that.	Liesbeth van Riet Paap	ASAP
PLG-03-06	Will check the outputs and the numbers we have to disseminate according to the Action Plan	Berry Gersonius and Sanne van der Mijl	ASAP
PLG-03-07	Share ways and ideas for dissemination with the PLG members	Berry Gersonius, Liesbeth van Riet Paap and Sanne van der Mijl	ASAP
PLG-03-08	All PLG members give a short recap of the participants of their National Policy Debates and what topics have been discussed	All PLG Members	25/03/2019
PLG-03-09	Will let the PLG members know as soon as possible what the planning of the next PLG meeting and Policy Debate will be	Sanne van der Mijl and Liesbeth van Riet Paap	ASAP
PLG-03-10	Block your agenda on Monday March 25 <sup>th</sup> 2019.	All PLG Members	ASAP
PLG-03-11	Block Friday the 22 <sup>nd</sup> of November 2019 in your agenda. In Hamburg we will decide whether the meeting should be a face to face or a teleconference meeting.	All PLG Members	ASAP

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## Annex 2: Signed Attendance List

Flood infrastructure Asset management and Investment in Renovation adaptation and maintenance (FAIR)		Interreg North Sea Region FAIR European Regional Development Fund
Policy Learning Group Meeting, Schiphol (The Netherlands), November 23th 2018		
Attendance list		23.11.2018
Name	Organisation	
Willy Dekker (Chair)	Ministry of Infrastructure and Environment, Rijkswaterstaat, The Netherlands	
Peter van Besien	Agency for Maritime and Coastal Services, Belgium	
Myra Kremer	Dutch National River and Sea Defence Program, The Netherlands	
Peter Cavala	The country Administration Board of Skåne, Lst Skåne, Sweden	
Marco Weljand	Schieland and the Krimpenerwaard Regional Water Authority	
Erik Kraalij	Dutch Water Authorities, The Netherlands	
Stephan Krassig	Hamburg Port Authority, Germany	
Ansgar Dettmer	Artlenburger Deichverband Geschäftsstelle und Betriebshof, Germany	
Ole Beck Andersen	Municipality of Esbjerg, Denmark	
Jim Barlow	Environment Agency, United Kingdom	
Bart Vonk	Ministry of Infrastructure and Environment, Rijkswaterstaat, The Netherlands	
Liesbeth van Riet Paap	Ministry of Infrastructure and Environment, Rijkswaterstaat, The Netherlands	

Flood infrastructure Asset management and Investment in Renovation adaptation and maintenance (FAIR)		Interreg North Sea Region FAIR European Regional Development Fund
Policy Learning Group Meeting, Schiphol (The Netherlands), November 23th 2018		
Attendance list		23.11.2018
Name	Organisation	
Berry Gersonius	IHE Delft Foundation, UNESCO-IHE, The Netherlands	
Sanne van der Mijl	Ministry of Infrastructure and Environment, Rijkswaterstaat, The Netherlands	