



Minutes

MedWet Steering Group Meeting 16

3 November 2017 - City Hotel, Ljubljana, Slovenia
14h30 – 18h30

The members present in alphabetical order at this meeting:

Name	Country / Organization	
Read BANI HANI	Jordan – alternate member of SG	Director of Nature Protection Directorate - Ministry of Environment
Gordana BELTRAM	Slovenia – Member of SG	Directorate for the Environment – Nature Conservation Unit – Ministry of the Environment and Spatial Planning Steering Group Chair
Nadjiba BENDJEDDA	Algeria – Member of SG	Wetlands Project Manager - General Directorate of Forests - Ministry of Agriculture, Rural Development and Fisheries
Jean JALBERT	Tour du Valat – Member of SG	Director General
Hayat MESBAH	Morocco – alternate Member of SG	Head of the Conservation of Wild Flora and Wildlife Service High Commissioner for Water and Forests
Thymio PAPAYANNIS	Honorary – Member of SG	
Isabelle PERROUD	MedWet Secretariat	Administrative and Financial Officer
Tobias SALATHE	Ramsar Secretariat– Member of SG	Senior Advisor for Europe
Antonio TROYA	IUCN Med – Member of SG	Director
Adel YACOUB	Lebanon – Member of SG	Head of Department- Ministry of Environment

Observers present:

María Magdalena BERNUES	Spain	Wetlands Conservation and Inventory Service - General Directorate of Quality and Environmental Evaluation and Natural Environment - Ministry of Agriculture and Fisheries, Food and Environment
Rosalinda BRUCCULERI	Italia	General Director of the Nature and Sea – Ramsar Sites – Protected Marine Areas
Paule GROS	Mava Foundation	Director, Mediterranean Basin Programs
Oliviero MONTANARO	Italia	Directorate-general for Nature and Sea Protection – Ministry of Environment Land & sea

Mr. Serif HIZLI Alternate Member of Steering Group, From Turkey, excused himself for not being able to participate at the Meeting.

I - Opening of the meeting and approval of the agenda

The chair Gordana Beltram opens the meeting and presents the Agenda that is approved by the participants.

The principal item on the agenda is a wide discussion on the Work Plan 2018 and budgets for 2017 and 2018.

The recruitment of a new coordinator is considered a need to establish an operational team for MedWet and its project development.

2 - Report on developments since the last meeting (6 March 2017) Doc SGI6/AG4-1

The report on developments since the last meetings is reviewed and approved. The different contributors are acknowledged for their input.

3 - Preliminary financial report for 2017 and provisional budget 2018 Doc SGI6/AG4-2

•Report on the 2017 Budget

Doc SGI6/AG4-2 includes a preliminary financial report for 2017 and a provisional budget for 2018 with details. The 2017 budget was updated on 30 September 2017 and re-estimated for 2017 based on the income and expenses data. The 2017 provisional budget was revised from 492'077 euros to 307'808 euros.

Summary of the differences in the budgeted expenses:

- MedWet economized because a coordinator was not employed since March 2017 (40,000 euros savings)
- A provisional cost savings related to the actions financed by core-funding (70,000 euros re estimated at 45,753 euros). As already explained in the report since the last meeting. The communication officer has mobilized a large part of her working time on project development. Some planned expenses for communication tools have not been spent.
- Expected savings for travel and reception expenses - employees and consultants (10'000 euros savings)
- The administrative expenses were revised and lowered from 34'500 euros to 21'820 euros.

Summary of the differences on the income side:

- Readjusting the annual countries contributions taking into account an average bad debt of 15'000 EUR not paid by member countries.
- The income from MAVA projects 2017 decreases from 131'835 euros to 54'871 euros due to the application of pro rata amounts for 2017 only.

Decision 16-1 ► The Steering Group agrees to have the annual accounts closed by the end of February or the beginning of March of the following year.

□ **Provisional budget for 2018**

The provisional 2018 budget needs to be slightly revised and should separately state the expenses to be carried out from the core funds and from project founding. A revised budget will be sent to the Steering Group.

Some comments provided on the provisional budget:

- Paule Gros from the MAVA Foundation explained that no more core funding will be provided to the MedWet Secretariat, but that the Foundation is happy to consider any project concept that contributes to the implementation of its Mediterranean Strategy until 2022.

- She encourages the MedWet Secretariat to develop a logical framework and long-term funding strategy before the closure of the MAVA Foundation in 2022.

A major project is currently being submitted for EU funding at European Cooperation in Science and Technology COST: Euro-Mediterranean network for Wetlands Conservation and Sustainable Use. It should allow the Scientific and Technical Network (STN) additional means for improving the efficiency of their activities. COST is an EU-funded program that enables researchers to set up their interdisciplinary research networks in Europe and beyond.

- Further budgetary amendments for 2018 may need to be included later on, related to the recruitment of a new Coordinator, and the two currently pending projects, namely the Mediterranean Youth Parliament and the Country Profiles.

- The MAVA 2016 – 2017 budget carry over (MAVA funding ended 31/07/2017)

The MAVA Foundation proposed to the MedWet Secretariat to make a promptly proposition how to use the 33'000 Euros on specific actions and especially on complementing the MAVA M1, M2 and M3 activities. The MedWet Secretariat defined two axes of work with this part of funds: the creation of a communication brochure on MedWet – MWO – STN – Networks of managers and the creation of a MedWet portfolio in the framework of the M3 MAVA communication campaign. This proposal has been send to Luis Costa of MAVA Foundation for authorization.

- Jean Jalbert will continue discussions with the French Water Agency in order to finalize the renewal of the French Water Agency annual Grant of 45'000 EUR.

- European Union – COST project: the provisional budget of the project will be soon provided.

Decision 16-2 ► The budget 2018 will be revised as discussed and shared with the Steering Group at the beginning of December.

4 - Draft Work Plan 2018 (output from the strategic planning workshop)

The Work Plan proposed below focused on the main results agreed in the Strategic Planning Meeting on 2-3 November.

Decision 16-3 ► The Steering Group approves the main activities for 2018 listed in the table below and asks each of its members and alternate members to indicate to Isabelle by the [mid-December](#) at least one activity for which s/he is volunteering to take coordination responsibility:

Activity	Who	
Implement ongoing projects	overall	Specific nominative
Look for a host for Planning meeting to prepare MW/Com	SG Chair/ FoC with	Gordana

meeting in COP13 (send request to all MW members in early December with summary logistical and financial information)	Secretariat	
Invite countries to express their willingness to host the Secretariat / play secretarial functions (also for a specified period)	Chair with drafting help by Thymio	The letter could be sent by the Ramsar Secretariat
Youth Parliament project: send a call to France, Tunisia, Jordan, Lebanon, Morocco, Greece for expression of interest in supporting / leading the project development and submit it (with the support of Nejib Benessaiah) to suitable donors	SG Chair/ FoC with Secretariat	Antonio
Invite members to propose content in the fields of Visibility, Opportunity and Cooperation	SG Chair/ FoC with Secretariat	
Reinforce visibility of MedWet through collaboration with other partners (to be specified)	Shared responsibility of SG members	All to send names of partner organisations to the chair
Better engage MedWet Focal Points (Communication Officer to propose ways and means)	SG Chair/ FoC with Secretariat	
Review of the Countries contribution system: Communicate to members on the current system and discuss it in MedWet/Com	Secretariat	Jean & Tobias to help with the preparation of a document for MW/Com
Climate Green Fund: Countries that have experience should share with other members.	NFP & Secretariat	Secretariat to ask for experience by members
STN working Groups and MWO share their work plans with SG	MWO & STN	Jean
Country profiles: Ask STN Inventory Working Group to make a proposal / make a "state of the art"	STN / MWO	Jean
CBD COP Egypt (Nov 2018): to consider as an opportunity	SG	
Preparation of COP13 <ul style="list-style-type: none"> o Invite all members to share good examples of innovative activities related to wetland management & wise use, to be displayed o Organise/consider MedWet sessions during the three Ramsar Regional Meetings (Africa, Asia, Europe) 	SG Chair/ FoC with Secretariat	
	Ramsar senior regional advisors	Tobias, Paul, Lew

5 - MedWet Coordinator

Some Steering Group members were fully engaged in MedWet in the interim period during 2017. However, even with a greater engagement of the Steering Group members, MedWet still needs to have an appointed coordinator and permanent staff covering the key functions: project coordination, cooperation with partners, communication, admin & finances to implement the Framework for Action adopted by MedWet/Com12.

The proposal to recruit a new coordinator needs to be validated by the members MedWet/Com.

The Coordinator is expected to have the following skills:

- Open-minded and outreaching personality with skills and capacity for developing cooperation with partner organisations;
- Strong engagement and diplomacy skills for regular contacts with all MedWet Governments;
- Rigour and organisational skills to develop and coordinate projects at a high level donation;
- Willingness and engagement for fundraising;
- Good understanding of wetland ecosystems in relations to the scientific and technical world.

Prior to obtain the green light to recruit a new MedWet coordinator by MedWet/Com in October 2018, a temporary solution with a “MedWet Secretary” for the year 2018 is proposed. The chair should sound out the availability (what working time percentage, working from where?) for such a role (with prior guidance by her friends) of potential candidates.

Decision 16-3► The chair will prepare a recruitment proposal for a temporary “MedWet Secretary” roughly for one year period and submit her proposal to the Steering Group for electronic consultation before March 2018.

6 - Any other business

There were two currently pending projects related to MedWet and led by the consultant Nejib Benessaiah discussed:

The Mediterranean Youth Parliament for Wetlands

In the report on developments since March 2017, there was a brief update on the project and involvement of partner organisations summarised.

The success in the project is only possible through networking, joint actions and regional cooperation. The first phase is built around six countries: French speaking - France, Morocco and Tunisia and operating in English speaking- Albania, Greece and Jordan.

The project documentation and budgetary needs are now finalized.

Decision 16-5► The Steering Group asked the chair to address the six countries to express their interest to lead the project development for submission to donors (cf. work plan table of main activities above).

MedWet Country Profiles Project

The discussion highlighted that:

- only the country profile of Tunisia has been finalized, validated by country Focal Point and uploaded
- the country profiles of Albania, Algeria, Croatia and Lebanon are said to be finalized but remain pending because they need validation by the national FPs
- the Ramsar Convention website is developing country profiles, already accessible,
- the cost and time required for development of CPs is considerable
- the adequacy to the user’s need, is not clear yet?

Decision 16-6► The Steering Group decided to entrust a mission to the Scientific and Technical Network to make a proposal if and how such country profiles should be developed, published and maintained up-to-date for technical interest and their added value(cf. work plan table of main activities above).

The meeting was closed at 18h30.