

# First meeting of the Shift2Rail States Representatives Group

21 October 2014  
European Commission, Albert Borschette Building  
Room AB-0C  
09:30-12:30

## Minutes

09:30-09:50	Introduction
	<p>The European Commission and the Executive Director ad Interim of the S2R JU welcomed the representatives of the Members States and countries associated to the Horizon 2020 framework programme who were present at the first meeting of the S2R States Representatives Group (SRG). The Commission also invited the States that had not yet nominated their representatives to the Group to do so as soon as possible. A list of participants to the meeting is attached (Annex 1).</p> <p>In introducing the meeting, the Commission recalled the importance of the S2R initiative for the competitiveness of the European railway industry in the world market and how its activities will contribute to the EU transport policy goals – which are set out in the 2011 Transport White Paper – namely of helping railways to achieve their full growth potential, and to make them better and easier to use – faster, more punctual and efficient; attractive to both business and passengers.</p> <p>The Commission also presented how the S2R initiative will interact with the general H2020 framework programme.</p> <p>The Commission recalled that the purpose of this first meeting was twofold:</p> <ul style="list-style-type: none"><li>• First, to provide a comprehensive overview of the development of the S2R Joint Undertaking;</li><li>• Second, to adopt the SRG rules of procedure in order to establish the rules for decision-making and thus enabling the SRG to fully play its role of advisory body to the S2R JU.</li></ul> <p>The Commission proposed that it chairs the meeting, given that the Chair and Vice-Chair of the SRG could only be elected after the adoption of the SRG Rules for Procedure. This was accepted by the meeting.</p> <p>The SRG members agreed on the draft agenda which had been circulated on 19</p>

	September 2014.
<b>09:50-10:20</b>	<b>Role of the Shift2Rail States Representatives Group</b>
	The SRG took note on the information provided by the Executive Director ad Interim on the governance structure of the JU and more specifically on the role and tasks of the States Representatives Group as an advisory body of the S2R JU.
<b>10:20-10:50</b>	<b>State of play on the establishment of the S2R JU: - 1</b>
	The functioning of the S2R JU in the start-up phase + Q&A
	The SRG took note of the update provided by the S2R Executive Director ad Interim on the establishment of the S2R JU, in particular as regards the first meetings of the S2R Governing Board, the approval by the Board of the draft Master Plan and the decision in principle to establish working groups, namely user requirements working groups, a system integration working group and an implementation and deployment working group.
	The S2R JU in the next 6 months: overview of the call for the selection of associated members and the start-up of the S2R activities + Q&A
	<p>The SRG took note of the information provided by the Commission on the launch of the call for associated members and the envisaged calendar for the evaluation of applications.</p> <p>Answering to questions regarding the transparency of the evaluation procedure, the Commission indicated that, in accordance with the S2R Regulation, the evaluation will be done by the Governing Board and that the Commission will take the final decision on the selection of associated members. In practice, the evaluation will be done with the help of experts, which will assess the potential of applicants with the view to ensure the coherence with the Master Plan. The Commission also confirmed that applicants will be duly informed about the result of the assessment.</p> <p>A number of participants (FR, IE and UK) stressed the importance to encourage the participation of SMEs in the S2R programme. The Commission confirmed that in practice, SMEs will be able to participate as associated members (e.g. as part of a consortium), through subcontracting of activities from larger members or directly via the open calls (30% of the budget reserved for competitive open calls for non-JU members). The Commission confirmed that the JU will closely monitor the SME participation and, if necessary take remedial action.</p> <p>The Commission indicated that answers to specific questions (e.g. definition of consortia, etc.) could be found on the websites of DG MOVE and the S2R JU in a FAQ document published together with the call:  <a href="http://ec.europa.eu/transport/modes/rail/news/shift-to-rail-call_en.htm">http://ec.europa.eu/transport/modes/rail/news/shift-to-rail-call_en.htm</a></p>

<b>10:50-11:10</b>	<b>Break</b>
<b>11:10-11:40</b>	<b>State of play on the establishment of the S2R JU: - 2</b>
	Presentation of the procedure for the adoption of the JU Master Plan + Q&A
	<p>The Commission gave an overview of the initial version of the Shift2Rail strategic Master Plan, as approved by the S2R Governing Board on 24 September 2014. The document is available on the websites of DG MOVE and the S2R JU: <a href="http://ec.europa.eu/transport/modes/rail/doc/2014-09-24-draft-shift2rail-master-plan.pdf">http://ec.europa.eu/transport/modes/rail/doc/2014-09-24-draft-shift2rail-master-plan.pdf</a></p> <p>This version of the Master Plan has been developed by the Shift2Rail Joint Undertaking as initially constituted by its Founding Members in a process led by the Commission and in consultation with the European Railway Agency and the European Rail Research Advisory Council (ERRAC) Technology Platform. It also integrates comments received from a wide range of relevant stakeholders during numerous individual meetings with sector representatives and a public consultation meeting held on 20 June 2014, to which close to 200 stakeholders took part.</p> <p>In accordance with the S2R Regulation, the Commission mentioned that it was preparing a proposal to the Council for the endorsement of the Master Plan. The Commission confirmed its willingness to continue the fruitful dialogue with the Council on the establishment of the S2R JU.</p> <p>Answering to questions on the structure of the Master Plan, the Commission confirmed that it did not abandon the concept of Technology Demonstrators, which are still mentioned in section 2.3 of the document, that the final choice of TDs and the prioritisation should be the result of dialogue between all members of the S2R JU.</p>
	Envisaged process for the selection of the S2R Scientific Committee + Q&A
	<p>The SRG took note of the information provided by Executive Director ad Interim on the launch of the call for the selection of the S2R Scientific Committee, the second advisory body of the S2R JU.</p> <p>The Executive Director ad Interim informed the group that the call will be published by 22 October and that it will be circulated to all SRG members by email: <a href="http://ec.europa.eu/transport/modes/rail/news/doc/shift-to-rail/call-members-scientific-committee.pdf">http://ec.europa.eu/transport/modes/rail/news/doc/shift-to-rail/call-members-scientific-committee.pdf</a></p> <p>In accordance with Article 13(3) of the Statutes of the S2R JU, the ERRAC Technology Platform, the States Representatives Group of the S2R JU and the European Railway Agency will be notified of the launch of the call for expressions of interest for the selection of Members of the Scientific Committee and will be invited to propose possible candidates. Further instructions on how these</p>

	<p>proposals will be made will be circulated by the Executive Director ad Interim in consultation with the Chairman of the SRG.</p> <p>However, the Executive Director ad Interim stressed that the nomination of candidates from ERRAC, the S2R SRG and ERA would not exempt these candidates from duly submitting applications following the rules described in the call document and would not prejudge the final decision of the Governing Board on the selection of the successful candidates.</p>
<b>11:40-12:10</b>	<b>Adoption of the SRG Rules of Procedure</b>
	<p>The Executive Director ad Interim recalled that in accordance with Article 14(8) of the S2R Statutes, the States Representatives Group should adopt its own rules of procedure. The SRG members discussed the draft Rules of Procedure presented by the Commission and proposed a number of amendments which were made to the document during the meeting. The SRG members unanimously agreed the rules of procedure as amended (Annex 2).</p>
<b>12:10-12:20</b>	<b>Election of the SRG Chairperson and Vice-Chairperson</b>
	<p>The Commission recalled that in accordance with Article 14(1) of the S2R Statutes, the States Representatives Group should elect a chairperson and vice-chairperson from among its members.</p> <p>Following a secret ballot of State Representatives present (conducted in each case in a single round, there being only two candidates for each post) Mr. Martinez Real, representative of Spain, was elected Chairman of the States Representatives Group and Mr. Alessandro Violi, representative of Italy, was elected Vice-Chairman.</p>
<b>12:20-12:30</b>	<b>Any other business</b>
	<p>Next Meeting – the Commission indicated that a date for the next meeting of the group would be agreed with the Chair and Vice-Chair and communicated in due time.</p>