

**2nd MEETING OF THE
USER REQUIREMENTS/IMPLEMENTATION AND DEPLOYMENT
WORKING GROUP (UR/ID WG)**

BRUSSELS, 15 December 2016
14:00 – 17:00

~~draft~~ minutes

14:00 – 14:15	1. INTRODUCTION – ROUNDTABLE
	<p>The meeting was chaired by Mr Carlo Maria Borghini, Executive Director of the Shift2Rail Joint Undertaking (S2R JU), who welcomed the participants and outlined the main points of the agenda.</p> <p>The UR/ID WG members agreed on the draft agenda, as circulated prior to the meeting (attached) and approved the minutes of the previous meeting (attached). A list of participants is also attached.</p>
14:15 – 14:45	2. INFORMATION ON LATEST DEVELOPMENTS AND PLANS
	<p>The JU Programme Office presented the latest developments related to the S2R activities, placing emphasis on the fact that all projects launched under the 2015 and 2016 calls for proposals have started their activities in autumn 2016. The JU has published also the call for proposals for 2017, after the adoption by the Governing Board of the Annual Work Plan 2017 (see next agenda item). Moreover the review of the Multi Annual Action Plan (MAAP) is in progress and expected to be finalised in the first half of 2017 (see also agenda item nr 4). A number of other updates and on-going activities were briefly presented to the group (see presentation attached).</p> <p>On a question raised by UIRR-UIP, the Executive Director explained that there is a budget of 5.6M€ available to be allocated to the S2R associated members and that it is currently under discussion in the Governing Board whether an open call for new associated members should be launched or it would be more appropriate to seek for additional expertise and contribution within the already selected associated members, both ways ensuring extended cooperation with other entities. There are certain legal issues which still need to be addressed and a decision on this point is expected by the next meeting of the Governing Board.</p>
14:45 – 15:15	3. PRESENTATION OF THE ANNUAL WORK PLAN 2017
	<p>The Chair briefly referred to the recently adopted Annual Work Plan 2017, which constitutes the document for the next call for proposals.</p> <p>The JU Programme Office presented the call topics included in the Annual Work Plan 2017 per each Innovation Programme and explained the foreseen timetable of actions. The topics of this call cover a wide spectrum of activities, including also activities for reaching higher TRLs of already</p>

	<p>planned actions. The relevant proposals should be submitted from 10 January till 30 March 2017 and all project activities are expected to start in September 2017.</p> <p>The Commission focused on the concept of the complementarity of projects, highlighting its importance in establishing strong links between individual projects and in sharing knowledge and results; therefore avoiding fragmentation and maximising the efficiency of resources.</p> <p>ETF placed emphasis on the element of “Human factor”, arguing that this should be more evident in the Annual Work Plan and with additional budget. The JU Programme Office explained that there are various areas in the planned activities, where this issue is addressed (e.g. in the human-machine interface, in PRM issues for stations, etc) and also a dedicated, ongoing tender on “Human Capital” aiming to identify all related aspects. The activities of this tender are expected to start in early 2017.</p> <p>On a question raised by UIRR the Executive Director explained that usually one proposal per topic is retained for funding due to the limitations in the budget but also in order to avoid overlapping of activities as proposals are usually competitive and not complementary. He noted the fact that recently the States Representatives Group discussed the possibility of seeking funding from national resources for those proposals that were successfully evaluated by S2R but not ranked first in the list. This are clearly national initiatives only, although strongly supported by S2R.</p> <p>In replying to a question raised by T&E the Executive Director noted that in the last calls there was a considerable oversubscription of proposals, despite the fact that the time for submission of proposals was limited. Detailed information on the outcome of the evaluation of the submitted proposals can be found in the relevant decision of the Governing Board, which is available in the S2R website. It was noted that more than 440 entities participated in the proposals submitted for the calls.</p>
<p>15:15-16:00</p>	<p>4. SUMMARY OF CONTRIBUTIONS REGARDING THE MAAP REVIEW</p>
	<p>It was recalled that during the first meeting the members of the UR/ID WG were requested to provide input for the review of the S2R Multi Annual Action Plan (MAAP). This input was requested in the form of a structured questionnaire and the JU Programme Office presented an overview of the replies received (see presentation attached). It was noted that all answers and comments have been presented to the group dealing with the MAAP review (the “Tiger Team”) and they constitute an important input for the whole exercise, especially for the “part A” of the document, which contains the strategic objectives and approach.</p> <p>In reply to CER about the process to be followed, the Executive Director explained that currently the first draft of the document is under elaboration by the “Tiger Team”, assisted by a professor from the Newcastle university. Once the document is considered of the necessary level of maturity, it will be put forward for consultation in the working groups and other stakeholders. Following this consultation, a final approval of the Governing Board will conclude the process. It was also explained that the MAAP review is not expected to significantly affect the 2018 AWP because what is</p>

	foreseen in the 2018 AWP is mainly to reach higher TRLs of already planned activities. However some impact on the open calls should not be excluded. The AWP 2018 will be influenced by the status of the progress of the ongoing activities.
16:00 – 16:45	5. USER REQUIREMENTS AND STANDARDISATION PROCESSES WITHIN THE S2R ACTIVITIES
	<p>The JU Programme Office explained that the JU is currently working on a strategy concerning standardisation and by spring 2017 is going to map all the MAAP activities that may affect existing standards and norms. A collaboration with RASCOP is already foreseen for this purpose and the overall aim is to address early enough possible issues that will facilitate the market uptake of the S2R results and implementable solutions. The members of the Group were invited to express their views and their proposals towards this direction.</p> <p>UIP asked if the impacts on standardisation should constitute a pre-condition already at the evaluation stage of the proposals. The Executive Director explained that R&I activities should generally not be subject to or restricted from existing regulations and standards apart from the cases where the closure of “open points” is being sought. So far the call texts included the necessary references to standards (e.g. TSIs) and open points.</p> <p>UNIFE highlighted the importance of timing, considering the significant time required for a standardisation process as well as the collaboration with RASCOP in mapping the relevant activities. Also the role of EUAR and CEN-CENELEC is important, as they participate in a number of advisory groups and they can obtain useful information at an early stage. The Executive Director highlighted the need to make use of the existing advisory groups (and not to create more).</p> <p>UIC noted that the CCA Work Area 3.2 should play the role of the leader for mapping the relevant activities and referred to the need of reducing the time for adopting a new standard.</p> <p>The Commission highlighted the importance of the S2R cooperation with RASCOP and in reply to a question by NB-RAIL noted that an innovation can be temporarily used even before the relevant standard is adopted (derogation process).</p> <p>Mr Paolo Umiliacchi from CEN-CENELEC presented in detail the CEN-CENELEC structure and way of work and provided clarifications about the standardisation process (presentation attached).</p>
16:45 – 17:00	NEXT STEPS
	The Executive Director invited the members of the Group to participate in the <i>Public stakeholder consultation – Interim evaluation of Joint Undertakings operating under Horizon 2020</i> , open until 10 March 2017, emphasising that the outcome of this consultation will be taken into account in the proposal to be submitted, at inter-Institutional level, about the research activities of the Union beyond the year 2020.

	The next meetings of the Group will indicatively take place in spring and autumn 2017, on dates that will be communicated in time by the JU Programme Office.
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