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MEETING MINUTES

Date	23.03.2018
Duration	10:00-15:00
Venue	MCTI - Directorate for Inland Waterways, Francuska 9, 11000 Belgrade, Republic of Serbia
Type of meeting	Stakeholders' Forum meeting
Site Visit No.	SHFM01

Agenda

Duration	Topic	Responsible
10:00	Welcome note, introduction of participants, organizational issues	ER, all
10:20	Stakeholders' Forum from the Planning phase - brief retrospective	ER
10:40	Basic information on the current project (S&EM and WKS)	ER, S&EMSC
11:20	Q&A	All
11:30	<i>Coffee break</i>	
12:00	General rules on organization and work of the Stakeholders' Forum	ER, all
12:20	Election of the Chairperson of the Stakeholders' Forum	ER, all
12:30	Communication rules	ER, all
12:40	Timetable of the work of the Stakeholders' Forum	ER, all
12:50	<i>Lunch</i>	
13:30	Environmental Monitoring Report before Works	S&EMSC

Duration	Topic	Responsible
	<ul style="list-style-type: none"> - Hydromorphology - Sediment and water quality - Biology 	
14:30	Q&A	All
14:50	Next steps, action points list, next meeting	ER, all
15:00	Until the next meeting	

List of participants

No.	Name and Family Name	Organization
1.	Karim Kam	ACCIONA Ingeniería (S&EMSC)
2.	Natalia Garcia Estévez	ACCIONA Ingeniería (S&EMSC)
3.	Tanja Radović	ACCIONA Ingeniería (S&EMSC)
4.	Slobodan Zlatković	ACCIONA Ingeniería (S&EMSC)
5.	Miroslav Tomin	ACCIONA Ingeniería (S&EMSC)
6.	Hélène Masliah-Gilkarov	ICPDR
7.	Dejan Trifunović	Danube Commission
8.	Rastko Ajtić	Institute for Nature Conservation of Serbia
9.	Sava Simić	Institute for Nature Conservation of Serbia
10.	Georg Rast	WWF Germany
11.	Đorđe Višić	MCTI – IPA Unit
12.	Marko Tucakov	Institute for Nature Conservation of Vojvodina Province
13.	Gordana Karović	Aqua et Archaeologia
14.	Veljko Kovačević	Ministry of Construction, Transport and Infrastructure
15.	Irena Konjević	Ministry of Construction, Transport and Infrastructure
16.	Duška Dimović	WWF Adria
17.	Stanislava Simić	MCTI – Directorate for Inland Waterways – Plovput (ER)
18.	Milica Radić Kilibarda	MCTI – Directorate for Inland Waterways – Plovput (ER)
19.	Milica Gačić	MCTI – Directorate for Inland Waterways – Plovput (ER)
20.	Nikola Stošić	MCTI – Directorate for Inland Waterways – Plovput (ER)
21.	Ana Petrović	MCTI – Directorate for Inland Waterways – Plovput (ER)

No.	Name and Family Name	Organization
22.	Gordana Špegar	Republic Waters Directorate
23.	Ivan Mitrović	MCTI – Directorate for Inland Waterways – Plovput (ER)
24.	Ljubiša Mihajlović	MCTI – Directorate for Inland Waterways – Plovput (ER)

Welcome

At the very beginning of the first Stakeholders' Forum meeting, Ms. Jasna Muškatirović welcomed participants and stated that the planned Danube river training and dredging works will finally start, so the Forum had to wait for this moment for the start of its activities. She briefly presented the Meeting agenda and gave the word to Mr. Ljubiša Mihajlović to welcome the participants. He noticed that many of the participants have already been part of the previous Forum within the preparation of technical documentation phase.

Before continuing with presentations, Ms. Muškatirović indicated that all materials prepared for the Meeting are bilingual (in English and Serbian).

Stakeholders' Forum from the Planning phase - brief retrospective

In order to relate this project with its preparation phase through the project „Preparation of necessary Documentation for River Training and Dredging Works on selected locations along the Danube River“ that ended in 2014, Ms. Muškatirović made a structured presentation of the previous Forum activities, using materials (articles, flyers, agenda, meeting minutes) and other activities overviews collected on the dedicated page of the Plovput's official website (<http://www.plovput.rs/forum-zainteresovanih-strana>). The intention was to give a recognized good practice on one of possible manners how to process and document activities during this Forum. All the participants could see that there were nine meetings during the previous Forum, of which the first was held in 2012. Every meeting had its full list of documents in Serbian and English. Ms. Muškatirović said that the preparation of the EIA Study during the Technical documentation preparation phase was a transparent process, with organized public hearings, collaboration with the relevant institutions and the adoption of the final version. On this occasion, Ms. Muškatirović announced the Second Cross-sectoral Conference *Nature Conservation and Navigation alongside the Danube River* that will be held in May in Kladovo, Serbia.

Basic information on the current project (S&EM and WKS)

Ms. Muškatirović also presented the basic data about the Project and both the S&EM and WKS Contract. She explained that the Project consists of different type of works, balancing between structured and non-structured measures, evaluated as optimal for sustainable results.

Ms. Muškatirović briefly provided information about the next steps of the Forum. She informed the participants that there are two meetings planned for this project phase, and when the Works start the meetings will be held on a regular basis in order to keep all stakeholders informed about the Works and S&EM Contractors' work. She also said that all the relevant institutions were timely addressed, so the Project was composed in accordance with obtained conditions and approvals.

She stated that the Contractor had assisted the preparation of the Forum and that would present his work, bearing in mind that the first step was already done (shaped in the draft Environmental Monitoring Report before Works, which will be elaborated later during the Meeting).

Q&A

Mr. Tomin, S&EM Contractor's Team leader, started the Contractor's work presentation indicating that the S&EM Contractor had established a team for supervision and monitoring and that they were preparing for the Construction Phase and are in the process of finalization of the Environmental Monitoring Report before Works.

Ms. Muškatirović also underlined that all conditions were fully respected, what had caused planning of a 3-year long period for the Project implementation, which was welcomed by the representative of the Institute for Nature Conservation of Vojvodina Province, Mr. Tucakov.

The representative of WWF Germany, Mr. Rast, asked the Contractor on how the environmental monitoring is organized and who are the experts engaged, upon which Ms. Garcia Estévez elaborated their point of view of contracting local experts as support.

Mr. Trifunović, the Danube Commission representative, asked the Contractor to present some of their previous experience with forums as a type of public inclusion in projects implementation. The Contractor has affirmed its involvement in the meetings of this type, stating a couple of examples.

Mr. Rast also asked if the Serbian universities are involved, but Ms. Muškatirović said that it is still not the case within this Project. The establishment of the Forum was publically announced, so they could apply, but until now there has been no interest for that.

General rules on organization and work of the Stakeholders' Forum

In the continuation of the Meeting, Mr. Mitrović welcomed the participants, emphasizing the importance of the General rules on the organization and the work of the Forum. He said that this Forum is established in order to enable all participants to express their interests, leading to an adequate reaction of the beneficiaries and the Contractor upon that. He then presented the draft General rules, a document prepared by the End Recipient, which was based on the first forum experience. This document will be submitted along with the meeting minutes, so there can be written comments and proposals for alteration of the text, as is usual for the integrated planning approach.

Q&A

He stated that this forum misses some local NGOs with environmental interests and said that the Forum organizers will find relevant NGOs to include in the process. Mr. Trifunović proposed to include the energy sector in the main stakeholders and Mr. Rast the universities, but Mr. Mitrović said they are already covered by the groups named in the document, but left the door open for later elaboration of proposals by all participants. Mr. Tucakov proposed the local fisherman and birdmen organizations, which was straightforward added to the list in the document. Then Mr. Rast gave a proposal for the tourist organization, where Mr. Trifunović proposed the Danube Competence Centre as a participant.

The criteria for the permanent Forum members' election was discussed. Mr. Mitrović proposed to have within the permanent members one representative from ICPDR, WWF (plus one in addition), Institute for Nature Conservation of Vojvodina Province and Aqua et Archeologia, based on the previous Forum experience and proposed to comment in written for the other 5 (from 10 proposed in the General Rules) upon the Meeting. Mr. Trifunović preferred not to limit the number of permanent members to 10, pointing out that in addition to the appointment, it is also important to define the criteria for a permanent

member of the Forum. Mr. Mitrović said that that was an optimal number, having in mind 15 observers included in each meeting, in order to have optimal number for structured discussion and work.

Regarding the opinion exchange during the Forum meetings, Mr. Mitrović proposed to keep the previous methodology – without voting, just discussion until consensus and agreement. Members of the Forum can propose a topic for the next meeting right on the current meeting or send a proposal to the Chairperson between two meetings. Observers also had the right to comment, but not to decide.

The Forum meetings will be structured in accordance with the members' opinion, after the start of the Works on a three months period or similar. For the current phase, as said, two Forum meetings are planned.

Election of the Chairperson of the Stakeholders' Forum

The election of the Chairperson was also elaborated in the General Rules, where it is stated that the Chairperson should be from the ER. Mr. Mitrović proposed himself for that role, as he was already the Chairperson of the previous forum, justifying that there will be no conflict between its project manager and Chairperson roles. Mr. Mitrović proposed that if any member of the Forum raised any doubt in his performance with regards to the provisions of the General rules defining the role of the Chairperson, he will immediately step back from the chairperson role. As no objections to this proposal has risen, Mr. Mitrović was elected as the Chairperson.

Communication rules

Communication rules are stated in the General Rules document. The meeting materials will be provided and commented as stated within those rules. Mr. Mitrović proposed to prepare a communication list with contact details of Forum participants, which can be published on the Forum official website in order to facilitate further communication between all participants.

Timetable of the work of the Stakeholders' Forum

As Mr. Mitrović indicated, the timetable for this phase is already structured, as two meetings are foreseen (in case the third one is needed, it will be held). The SHFM02 will be held soon upon the first one. As an option, a field trip was proposed, instead of an office meeting. Everybody will get a required documentation, so it can be further analyzed on the next meeting. After the received comments, the S&EM Contractor will reassemble the Report and the final one will be done. The other meetings will be organized during the Works. Mr. Mitrović proposed to keep the three months pause between the meetings, which was accepted by the participants. Proposal for the date for the next meeting will be initiated on the previous one. In addition, members can send a written request to the Chairperson between two meetings.

Q&A

Mr. Rast proposed to prepare a plan for public communication, submission of articles to different journals (including the local ones), social network pages etc. Mr. Trifunović proposed to include the observers in the decision making process, but Mr. Mitrović claimed to keep the official difference between a member and an observer, as every purposeful idea will be taken into account for sure, regardless the participating role. Mr. Rast stated that as the Forum has an advisory role, there is no need for voting, which was agreed by Mr. Mitrović, who expects that in this implementation phase conflicts are not likely to occur, as this is not the planning phase.

Environmental Monitoring Report before Works

Ms. Garcia Estévez started with the Consultant's presentation of the Environmental Monitoring Report before Works (EMRbW). She gave a short overview of the Project implementation framework, in addition to the one from the beginning of the Meeting. She briefly explained the purpose, the type and location of the works, and the parameters used for the environmental monitoring (water and sediment quality and biological monitoring) and gave the word to Ms. Radović, the chemical expert under the S&EM Contract.

Ms. Radović underlined that during the previous period a detailed analysis was elaborated at the sampling points defined within the Project Area, but also upstream and downstream of it, at the intersection areas and at the nearest point on the Tisza River (as Tisza flows into the Danube within the Project Area limits). All of the analysis results from the RHMZ campaigns for the period 2006-2012, results of the Serbian Environmental Protection Agency, the ICPDR campaigns (JDS 2 and JDS 3) results were incorporated in the Report (as well as the analysis results obtained within special sediment monitoring campaigns performed in 2011 and 2012) and compared with the monitoring results noted during the Engineer's EMRbW preparation process. This 'zero status' monitoring was performed based on the monitoring programme, established in accordance with the Project requirements and scope and applied to the sediment and water quality analysis. During this new monitoring campaign 25 samples of water and 23 of sediments were analyzed and the results were presented. Because of the amount of the new samples and the mentioned analysis outcomes from the previous researches, the presentation couldn't include a comparative overview of all results, but all participants will have the opportunity to see the complete Report, upon their request, including the structured tabular results and their explanations.

Q&A

Mr. Rast from WWF Germany asked if all sectors recorded an improvement regarding the water quality, and Ms. Radović explained that that is not the case and that the quality differs, as it can be seen in the detailed analysis within the Report. She stated that in principle it can not be said that there is a trend of improving water quality, except of in some locations and for some parameters. Mr. Rast also suggested to perform the surveys also on samples taken from different depths on a profile since the quality differs significantly also on the cross-section, not only longitudinally, to which Ms Radović replied that such a monitoring approach is planned for the monitoring that will be carried out during the execution of the Works. As Ms. Radović emphasized the relatively high concentration of mercury at a location on Arankina Ada, Ms. Dimović asked if there is a cause indicia. It was said that on the right bank there are large reservoirs with petroleum products and that this can be the cause of such a result but that, as the participants agreed, it would be appropriate to undertake further investigations. Ms. Radović also answered to the Ms. Špegar's question who had performed the quality analysis as the laboratory was approved by the Contracting Authority. Mr. Višić asked whether the monitoring recorded some samples corresponding to the Class I of water quality, to which Ms. Radović answered affirmatively, but it was emphasized that such a result only applies to certain sectors and certain parameters, as said.

Regarding the biological monitoring, Mr. Zlatković presented the results of his surveys, as the Project biological expert. He underlined that the surveys were performed according to the species required in the ToR and elaborated the characteristics, the status of vulnerability and protection under domestic regulations and international directives and conventions, the methodology of survey of species at the six critical sectors and the results obtained upon the performed monitoring.

Q&A

Mr. Rast and Ms. Dimović questioned if the habitats' conditions were considered too in order to define some usual habitats for those species and qualify them, but, as Mr. Zlatković said, they were researched relative to the references and external literature before the monitoring performance, and no further habitat elaboration had been done during the November, February and March surveys. Ms. Dimović asked whether the observation of areas covered by the Regulation on the ecological network was envisaged, which Mr. Zlatković confirmed and emphasized that in the plan of monitoring during the Works and after completion of the Works, this will be provided. Mr. Tucakov asked on the basis of which criteria the methodology for catching fish was selected and noticed that the established methodology for fish survey could be different, which was clarified by Mr. Zlatković as a proposal of local fishermen based on their years of experience (but that there could be another option with pulled nets instead of the used standing nets). Mr. Ajtić noticed that one day findings of fish exemplars are only occasional findings, but as the surveys will be performed during a period of three years, a certain kind of monitoring will surely be established. Mr. Mitrović stated that the whole ToR cannot be provided, because of the applied procurement rules, but that each member can require a part of their interest and that part will be elaborated and explained, with the aim of common understanding and transparency. Mr. Rast queried if there were GPS coordinates recorded during the sampling in order to repeat the sampling at the same locations, which was confirmed by Mr. Zlatković, who added that the observation of fish and birds, as extremely moving organisms, will be carried out partially upstream and downstream in relation to the initial observation.

Next steps, action points list

At the end of the meeting, Mr. Mitrović gave some recommendations for the upcoming meetings. He suggested to have one presentation per meeting held by members of the Forum, which theme can be linked to the overall Project purpose and concept, as done during the previous Forum. Ms. Karović proposed to present some facts about the relation of dredging activities with the archeological findings, which had no objections by the participants. Mr. Mitrović also stated that everybody can propose an issue for introducing compensation measures in relation to the Works, and that it is foreseen to be performed in the structured way.

Evaluation

Concluding the meeting, all participants filled in the evaluation sheets in order to record performance indicators of the first Forum meeting.

Until the next meeting

Mr. Mitrović proposed two dates for the next meeting – 13th of April and 4th of May, which will be decided after the comments of all participants about their availability. At the end, he thanked all the participants for their active participation and contribution to the work of the Forum and closed the Meeting.

Action List

Action point	Action	Deadline	Responsible
SHFM01-01	Determine the date for the Stakeholders' Meeting No. 2	30.03.2018	All
SHFM01-02	Organize the Stakeholders' Meeting No. 2	Upon the agreement on a date	ER, S&EMSC
SHFM01-03	Comment the General Rules on Organization and Work of the Forum	Upon the provision by Plovput	All
SHFM01-04	Send proposals for the permanent members of the Forum	ASAP	All
SHFM01-05	Send proposals for the related presentations by the Forum participants	Before a scheduled meeting	All
SHFM01-06	Propose relevant NGOs and other organizations to be part of the Forum	ASAP	All
SHFM01-07	Invite relevant NGOs and other organizations to be part of the Forum	Upon the agreement on the list of organizations	ER

Photos



List of Abbreviations

Abbr.	Description
EIA	Environmental Impact Assessment
EMRbW	Environmental Monitoring Report before Works
ER	End Recipient (MCTI – Directorate for Inland Waterways)
ICPDR	International Commission for the Protection of the Danube River
MCTI	Ministry of Construction, Transport and Infrastructure
NGO	Non-governmental Organization
RHMZ	Republic Hydrometeorological Service of Serbia
S&EM	Supervision and Environmental Monitoring
S&EMSC	Supervision and Environmental Monitoring Service Contractor
SHFM	Stakeholders' Forum meeting
ToR	Terms of Reference
WWF	World Wide Fund for Nature