

Atlantic Geoparks

Kick-off meeting

Vila Real, 28th June 2017

Meeting minutes

ATTENDANCE LIST

ATEENDEE	INSTITUTION
Artur SÁ	UTAD
Ronaldo GABRIEL	UTAD
Antonio DUARTE	AGA- Arouca Geoparque Association
Paulino COSTA	Azores Geopark
Richard TYLER	Fforest Fawr
Alan BOWRING	Fforest Fawr
Gráinne O'CONNOR	Marble Arch Caves
Leire BARRIUSO	Basque Coast Geoparks
Elena MATEO	Lanzarote and Chinijo Islands Geoparks (Cabildo de Lanzarote)
Felipe LAVÍN	Mancomunidad de Municipios Sostenibles de Cantabria - MMS
Javier HERNÁNDEZ	Mancomunidad de Municipios Sostenibles de Cantabria - MMS
Jérémie BOURDOULOUS	PNR Armorique
Chris WOODLEY-STEWART	North Pennines AONB
Eamon DOYLE	Burren and Cliffs of Moher Geopark
Robbie GALVIN	Copper Coast
Margaret WOOD	GeoMôn

(Annex I- Attendance list)

MEETING AGENDA

As reflected in Annex II, meeting agenda issues addressed during the one-day meeting comprised:

- Financial administrative issues.
- General project information.
- Work Plan.
- Upcoming activities and decisions to be taken.
- Questions and AOB.

WELCOME

Partners were welcomed to the meeting by Artur Sá who invited the attendees to present themselves.

FINANCIAL AND ADMINISTRATIVE ISSUES

Since the Programme Financial Guide is not available yet, partners were briefly informed about the basic financial information extracted from the Programme Manual, namely: eligibility period, preparation costs, budget lines, advanced payment, exchange rate and project penalties

(Annex III, slides 3-10). Partners were informed that the official start of the project is the date of the notification email (31st May 2017). Therefore, the costs will be eligible from June 2017.

GENERAL PROJECT INFORMATION

The general framework of the project was revisited, including project objectives, duration, results, indicators and the overall work plan structure (Annex III, slides 11-17).

WORK PLAN

WP1. PROJECT MANAGEMENT

The five project activities of the first WP, devoted to the project management, were presented. Partners will have to appoint one coordinator per project partner to compose the Steering Committee, main body for project implementation (Activity 4.1). In addition, legal representatives will have to sign the partnership agreement. Six project meetings will be organised coinciding with Study Visits (WP4). Host partners were already decided at application stage. Burren and Cliffs of Moher proposed to organise the second meeting and the first study visit around November 23th, when they will organise the closure event of the GeoparkLIFE, so partners would attend the event and take advantage of this best practice and networking with other projects (A.3.1).

In order to make some progress in the project outputs, partners also decided to organise a technical meeting in Azores on September 5th, when some of them will have the opportunity to meet in the framework of the 14th European Geoparks Conference (06/09/2017).

Partners are reminded to hire the First level Controller for audit trail (A.4.3).

WP2. COMMUNICATION

Eamon Doyle delivered a presentation on the European Atlantic Geotourism Route (EAGR) and the WP2 activities (Annex IV).

He highlighted the importance of first agreeing on the storyline concept to build the communication strategy (A.5.1). In order to decide such project narrative, Eamon invited partners to propose and circulate their ideas / themes.

Robbie Galvin made a proposal based on a thematic idea from his colleague John Morris at Copper Coast for the story line (Annex V). The idea, preliminarily called Atlantic Coastal Evolution (ACE), is based on the common story of the evolving coastal margins since the last Ice Age across Europe and how they tie in with the migration of humans across the continent by incorporating genealogy as well the geological/environmental story.

Azores will coordinate the elaboration of the first e-newsletter (A.2.4), expected by the end of July. Partners committed themselves in translating the contents to the four programme languages.

WP3. CAPITALIZATION

Gráinne O'Connor presented the Capitalization activities to be started in 2018 (Annex VI). She stressed the importance of not only developing the strategy but carrying out an action plan.

WP4. GEO-SITE MANAGEMENT

Richard Tyler focused his presentation (Annex VII) in making some progress in the Handbook (A.4.2. Toolkit). To organise this transnational output, he proposed to follow the UNESCO top ten topics for Global Geoparks plus one missed identified topic: Governance. Next, Richard presented a topic matrix tool to identify the experience and case studies of the partners in those 11 proposed topics. The initial matrix elaborated with the initial answers of partners will be circulated among the partnership for their revision.

Regarding the support to aspiring Geoparks (A.4.3), Fforest Fawr and North Pennines will bilaterally start working with MMS and PNR Armorique. Initial progress on study visits methodology (A.4.1) and the Geodiversity Conservation Charter (A.4.4) will also start.

Ronaldo Gabriel briefly presented (Annex VIII) the sources that UTAD will use to work on an initial proposal for the Geotourism Monitoring System (A.4.5) to be presented in the next coordination meeting, including the European Tourism Indicators System.

WP5. TRANSNATIONAL MARKETING

-Project website (A.5.2). Antonio Duarte firstly showed the Arouca's website as an initial approach to develop the EAGR website (Annex IX). He proposed three objectives for this platform: to promote Geotourism, to promote the project and to promote scientific knowledge. The initial idea is to include information of the project Geoparks, to be eventually expanded to others from the Atlantic Area, as part of the Capitalization and Sustainability Strategy (WP3). Antonio will work on a proposal for the website development based on the partners' suggestions.

-Project video (A.5.3). Leire Barriuso reminded partners that the video should be a touristic product and showed a video made in Basque Coast. Several issues were discussed about this product: the length, the language, the narrative, the costs, etc. Leire will make some research and talked to a specialist from the National Geographic to have an idea about the different options with the allocated budget. She will send a proposal to the partnership to be discussed in the next meeting.

-Cultural Route (A.5.4). Jeremie Bourdoulous will also start working on the first steps for preparing the candidacy.

WP6. ICT TOOLS FOR DISCOVERY, UNDESTANDING AND ENJOYMENT

Chris Woodley-Stewart delivered a presentation (Annex X) about the main features of the ICT work, including the three proposed products: Geo-cAPpture tool, Geo-itineraries and Geo-site virtual exploration. He proposed to add an additional element: the Geo-audio. Chris highlighted the importance on agreeing some basic concepts as well as organising some technical meeting with specialists in order to carry out the ICT work. Gráinne from Marble Arch Caves will also circulate some proposals presented for the ICT elements.

WP7. TRAINING AND CAPACITY BUILDING

The last presentation was delivered by Robbie Galvin (Annex XI), who presented the activities of WP7, as well as some ideas for activities 7.2 and 7.3. Partners agreed on organising the infodays (7.1) in the following months, depending on their own agendas.

UPCOMING ACTIVITIES AND PARTNERS TASKS SUMMARY

WP	TASK	PARTNERS INVOLVED	DEADLINE / DATE
WP1	Steering Committee members	All partners	Asap
WP1	Partnership agreement signature	All partners	
WP1	First technical meeting	All partners attending Azores	05/09/17
WP1	Second coordination meeting	Host: Burren Geopark	Around 23/11/17 (tbc)
WP1	First level controller	All partners	Asap
WP1	Project repository	All partners	Asap
WP2	Proposals and ideas for the narrative/story/main message for the Communication strategy	All partners	Asap
WP2	Coordinate the narrative/story for Communication	Burren Geopark	Second meeting
WP2	Regional media coverage	All partners	Project lifetime
WP2	First project e-newsletter	Coordinated by Azores	End of July?
WP4	Second Study Visit	Burren Geopark	Around 23/11/17 (tbc)
WP4	Coordinate the Handbook and distribute the topic matrix tool	Fforest Fawr	Second meeting
WP4	Fine-tune the tool	All partners	Second meeting
WP4	Progress in the Charter	Fforest Fawr/ GeoMôn	Second meeting
WP4	Initial support to Aspiring Geoparks	Fforest Fawr/North Pennines – MMS/PNR Armorique	
WP4	Monitoring system first proposal	UTAD	Second meeting
WP5	Proposal to the website	Arouca	Second meeting
WP5	Ideas for the website	All partners	Asap
WP5	Proposal for the video	Basque Coast	Second meeting
WP5	Ideas for the video	All partners	Asap
WP5	Initial works for the Cultural Route	PNR Armorique	Second meeting
WP6	ICT tools work- draft synopsis	North Pennines AONB / Marble Arch Caves	Summer
WP6	ICT tools work – edit in response and agree working versions	All partners	Summer
WP7	Organisation of infodays	All partners	At the beginning of the project

ANNEXES

- I. Attendance list
- II. Meeting agenda
- III. 1. Atlantic Geoparks kick-off meeting general presentation
- IV. 2. WP2 & EAGR presentation
- V. 3. ACE narrative proposal presentation
- VI. 4. WP3 presentation
- VII. 5. WP4 presentation
- VIII. 6. Activity 4.5 presentation
- IX. 7. Activity 5.2 presentation
- X. 8. WP6 presentation
- XI. 9. WP7 presentation