

**Project under EU RTD 5<sup>th</sup> Framework Programme**

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**Adaptive Decision Support System (ADSS) for the Integration of Stormwater Source Control into Sustainable Urban Water Management Strategies**

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## **Minutes of Annual Meeting in Athens**



**16-17<sup>th</sup> October 2003**

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version: draft

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**Participants list: see Appendix 1 and 2**

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## 1 DayWater progress meeting: Thursday 16 October 2003

Time	Programme	Presentation	Objectives
08:30 - 09:00	<b>Participant reception</b>	Document dissemination, registration & payment	
09:00 - 09:15	<b>Welcome address</b> Emanuel Aftias, local organisation Daniel Thévenot, project co-ordinator	NTUA ENPC	Welcome
09:15 - 09:30	<b>1. Introduction</b> • Agenda of the day: scientific progress • Agenda of Friday: end-user's day	M. Förster	Information Discussion
09:30 - 10:10	<b>2. FP5 Urban Water Management clusters:</b> support for improving the management of European Urban water catchment & <b>FP6 International dimension of the European Research Area</b> and integrated urban water management	Zissimos Vergos, European Commission	Information
10:10 - 10:45	<b>3. Project organisational issues</b> • WP1 activity: co-ordination, quality control, deliverable production, newsletter • CityNet: EC policy meeting, FP6, press release, brochure, cross-project groups, WPs	M. Förster, D. Thévenot ALL	Mutual information  Discussion
10:45 - 11:00	Coffee break		
	<b>4. DayWater scientific progress within WPs</b> • WP3: Urban dynamics • WP4: Risk and impact assessment	ALL  G. Geldof P.S. Mikkelsen	Mutual information Discussion
11:00 - 12:00 12:00 - 13:00			
13:00 - 14:00	Buffet lunch		
	<b>5. DayWater scientific progress within WPs</b> • WP5: Multi-criteria analysis of structural & non- structural BMPs • WP6: Sources and Flux Models • WP2: Adaptive Decision Support System (ADSS) production • WP7: Field testing	ALL  M. Revitt  G. Svensson T. Metelka  J.-C. Deutsch	Mutual information Discussion
14:00 - 14:30 14:30 - 15:30 15:30 - 16:30 16:30 - 17:00			
17:00 - 17:30	Coffee break		
17:30 - 17:50	<b>6. DayWater further planning</b> • Work meetings • ADSS component field testing • International DSS Conference • CityNet meetings and workshops	D. Thévenot, M. Förster  ALL	Discussions  Decisions
17:50 - 18:00	<b>7. Summary of the day</b>	D. Thévenot	Agreement

### 1.1 Presentation of Zissimos Vergos (European Commission)

Zissimos Vergos (EU scientific officer) gives an overview on the international dimension of integrated urban water management (IUWM) in the future: long-term sustainability of infrastructure and technology includes awareness & capacity building and poverty reduction.

The global change should lead to long-term sustainability strategies in the sectors of environment, economy and society. Therefore technological and financial platforms for IUWM

are needed. Sustainable development means globalisation with a global economy and global security and common resources!

There are various levels of integrated water resource management: river basin, trans-boundary, urban and rural level. Urban water governance takes policy and institutional aspects into account, and should determine the best solution to cope with the social, environmental and financial questions likely to be problematic in the future. This means social equity and stakeholders participation in decision making processes, as well as public and private sector participation in financial questions.

The fight of social and political challenges versus technological and economic challenges impedes often urban transition to sustainability.

Questions: How to cope with problems with another cultural context? Be adaptive!

## **1.2 WP1 - coordination (M. Förster)**

Miriam Förster (assistant project manager, ENPC) presents the actual quality control procedure: referees are asked to comment on the deliverables (scientific control); templates should guarantee the formal quality and the common format of reports; co-ordinators will follow up of submission dates of deliverable final draft and revised final versions. The BSCW file-server is the project's database and is available to all project partners and their colleagues. As the end-users do not have access to the file-server, due to the limited user number, the intranet pages will be regularly updated with the actual state of project progress (deliverables, meeting agenda, minutes, presentations, publications etc.). Partners were invited to use the calendar and discussion functions of the BSCW file-server, for internal discussion to a specific subject or for the planning of work meetings. The public is informed via the web-site and the bi-annual newsletters ("DayWater News"). Therefore all partners and end-users are requested to contribute to the next issue expected in December 2003. The organisers of further regional end-user conferences should have the possibility to benefit from the experience made in the past ones: therefore meeting agenda, minutes and extended end-user address list should be placed on the BSCW. The minutes of all regional conferences will be summarized in the deliverable D1.10 "Proceedings of the regional conferences and extended end-users group", under the co-ordinator's responsibility.

The co-ordination of the DayWater project attended a European policy meeting, representing the CityNet co-ordinator. Meanwhile the final report ("ETAP" Environmental Technology Action Plan) of this action group has been elaborated (available on the BSCW server: CityNet business/EU policy meetings).

Further CityNet issues:

- ❑ Press release will be send to 80 press organs in more than 9 countries;
- ❑ CityNet brochure was issued on 7 October 2003;
- ❑ Roadmap for FP6 proposal was recently suggested to CityNet project co-ordinators by Wolfgang Schilling;
- ❑ Process data and integrated urban modelling junior workshop will be held in Lyon, France (11-14 March 2004): a call for proposal has been disseminated;
- ❑ Integrated urban water management seminar with special focus on end-user participation in Gent, Belgium (16-17 March 2004): program will soon be available;
- ❑ Joint dissemination workshop in Copenhagen, Denmark (29 September 2004);
- ❑ International CityNet conference, together with 10<sup>th</sup> ICUD (International Conference on Urban Drainage) in Copenhagen, Denmark (21-26 August 2005);

- Crossproject groups: during the CityNet project steering committee (PSC) meeting in Gent on 15 and 18 March 2004 reporting and discussions on the established "light contracts" are foreseen.

### 1.3 WP3 - Urban Dynamics (G. Geldof)

G. Geldof presents the progress of TAUW team related to urban dynamics. He emphasises the different national contexts, interrelated societal problems of floodings, droughts and poor water quality. The challenge of sustainable management consists in different types of interference: source control, onsite control, slow transport, downstream control (increasing public land use). The sand-glass-model describes the way from the abstract complex world -> scenarios definition -> implementation of measures -> back to real complex world.

G. Geldof states that most questions/problems have a technical background although the real problem is context related. Once an optimal solution is indicated, the context starts to play an important role. Using the "quadrant scheme" (Figure 1 *The four quadrants of coping with uncertainty* (Christensen, 1985)), the context is the unknown part ("chaos"), which has to be described (context mapping) then measures can be adapted (transition process = non linear process between the inter-actors).



**Figure 1** *The four quadrants of coping with uncertainty* (Christensen, 1985)

Context mapping consists in three parts: cognitive (knowledge), normative (values), regulative (organisational) parts which form the inertia (attractors). Often the value system predominates regarding the aspects of water (e.g. physical, moral aspect). The organisational system considers local administration and legislation and the knowledge system is interdisciplinary.

There are three attractors evolving in time: basic water management -> functional water management (realising other stakeholders but no real interactions) -> contextual water management (new ideas through discussion with other departments like traffic and urban planners).

Conclusion: ADSS must start with the problem, context comes later!

**Discussion (answers by G. Geldof):** (Z. Vergos) The educational aspect should be highlighted. An example: in Nijmegen, politicians explain once a year to children what they have achieved. Important to know: once politicians are interested, there are also funds available. The quality of life is part of the context. The definition of scenario is to be understood as a puzzle of future predictions and a change of context. (S. Vanecek) How to organise the update of the ADSS after the project duration, where do the new documents come from? As the context is very site specific, data should be included in the ADSS. This database can be enlarged by

users after the project phase. (E. Aftias) The scale of the site should be considered, as Athens city differs from private land development in UK: there are different concerns at different scales. The transition process may start with a pilot project bearing in mind the whole problem. There are two types of projects: rhythm and tempo project, but transition process takes a long time (jumping between scales). (J.-F. Deroubaix) Should road maps concentrate on one topic or connect several topics? (S. Vanecek) How to give priority of areas/values and describe a scenario? (Z. Vergos) There was a conference held on presentations of scenarios last year, you can find information on the EU web site!

#### 1.4 WP4 - Risk and Impact Assessment (P.-S. Mikkelsen)

P.-S. Mikkelsen (DTU) presents the "Whitepaper on risk perception, risk assessment and risk management in the DayWater context". The inventory of the core end-user (CEU) questionnaire leads to the conclusions that the CEUs seem to have more technical problems than institutional ones. As there are obviously different understanding of the risk object, it was difficult to find a way to start the dialogue with the end-users. The perceived risk is not always the actual risk, the gap between both is called uncertainty. There are three dimensions of uncertainty: location (technical, social, environmental), level (statistical, scenario, ignorance), nature (reducibility). The "quadrant scheme" (Figure 1 *The four quadrants of coping with uncertainty (Christensen, 1985)*) reflects the levels of uncertainty and the situation of risk assessment tools. Chemical pollution assessment is divided in the following tasks: T4.2 & 4.3 Hazard identification & assessment and risk characterisation, T4.4 Vulnerability identification & assessment, T4.5 Screening tools.

Anna Ledin (DTU) presents the approaches of the different tasks. T4.2 "Methodology for evaluation and prioritising environmental risks" is based on literature review, the identification of hazards depending on inherent properties of the chemical (funnel & filter: agreement on values like high - medium - low), site specification and implementation. T4.3 "Definition of potential priority pollutants" consists in proposing a justified list of potential stormwater priority pollutants (PSPP) and is followed by a database of PSPP properties (concentrations and treatability). Some PSPP are already selected, but there are other 600 compounds to be checked. T4.4 "Biotest and ecosystem vulnerability" intends to proceed the biotests (water & sediment phase) on 4 different sites (preferably already chemically characterised) between January and June 2004. At least three types of biotests should be used on a number of samples from each location. T4.5 "Environmental screening tool prototype" should be a stand alone tool.

**Discussion (answers by P.-S. Mikkelsen and A. Ledin):** (B. Ellis) Are combination of pollutants taken into account? (A. Ledin) Hazard identification & assessment considers also combination of pollutants, but for example, grouping PAH compounds may hide specific risks. (P.-S. Mikkelsen) The evolution of pollutants regulation in time is considered in chemical product risk assessment rules but some details are still missing. (E. Aftias) Is the actual risk known? (P.-S. Mikkelsen) Actual risk is unknown and perceived risk is difficult to assess! (B. Ellis) Think about the perception as reality! (E. Aftias) But there is still a disharmony which can not be discarded. Are different levels of damage considered? (P.-S. Mikkelsen) Damage is not considered by the public. (E. Aftias) Type of compound and its concentration clearly depends on the site. (Z. Vergos) The user should be informed about the type of risk assessment (only chemical risk), and it would be interesting to know if there is a need for a risk assessment beyond. (P.-S. Mikkelsen) As chemical risk is often a barrier and concentrations depend on the treatment procedure (or BMP), the risk assessment is limited to representative chemicals. Nevertheless it is important to discover new pollutants and their fate in BMPs. (B. Ellis) The multi-criteria analysis (MCA) can also be regarded as a risk assessment tool. (J.-F. Deroubaix) The risk assessment tool allows negotiating the acceptability of the chemical risk. The prototype is restricted to chemical risk assessment but the ADSS can integrate other risk categories later

on. (A. Ledin) Questions about the catchment areas may be introduced at the beginning, to guide the user. (P.-S. Mikkelsen) GIS mapping of pollutants is useful: it could be another tool added to the ADSS, later on.

### **1.5 WP5 - Multi-criteria analysis of structural and non structural BMPs (M. Revitt)**

Mike Revitt (Middlesex University) reports about WP5 progress and contributions to other WPs. T5.1 "Applicability and performance of different stormwater management practices" has been accomplished with contributions of many partners. D5.1 includes national approaches to the use of BMPs, application of BMPs, design, O&M, costs, BMP performance, environmental advantages & sustainability and over 160 references. The deliverable will be a web based catalogue component of the ADSS. T5.2 "Identification of relevant criteria to the assessment of BMP performance" defines the terms of criteria (major factors for judgement), indicators (diagnostic state or condition describing relevant properties of given criteria) and benchmarks (threshold value or condition comprising a point of reference). T5.5 "Development of generic multi-criteria analysis methodology" will help to identify and rank the effectiveness of BMP measures individually or in combination. The MCA reflects the variety of stakeholder interests and uncertainties, makes quantitative evaluation, must be user friendly and feasible within the duration of the project. M. Revitt presents the first ideas of criteria ranking (site characteristics, O&M, social and urban community benefits, legal and urban planning). The MCA has pros (communication tool, reduction of multi-dimensionality, structured analysis, coping with large amount of data) and cons (simplification of dynamic problems, static view, subjectivity, interpretation of output) which must be discussed.

**Discussion (answers by M. Revitt):** (S. Vanecek) The indicators can be metric units or qualitative. (G. Geldof) Do end-user request an MCA? (P.-S. Mikkelsen) A web based catalogue is valuable, but how detailed will it be? (B. Ellis) The references to BMP design manuals will be necessary. (S. Vanecek) References can be incorporated as links to other web sites, documents or pictures.

### **1.6 WP6 - Sources and flux Models (G. Svensson)**

G. Svensson (Chalmers University) presents the source flux model (SFM) which is a stand alone tool in connection with the ADSS. It intends to transfer the reality (in terms of quality and quantity) into an ADSS component. The SEWSYS software assesses flow quality and quantity on the base of land use (GIS). STORM, as a hydrology model, will benefit from the quality parameters coming out from SEWSYS. SEWSYS will take into account the PSPP list of WP4. Additionally the snow module developed by LTU will be integrated into the SFM. NTUA is developing the methodology of evaluation of hydrological impacts and the adaptation of the model to risk assessment (including the change of water cycle under application of BMPs).

**Discussion (answers by G. Svensson):** (G. Geldof) Is the problem of uncertainty addressed? Stefan Ahlman is treating statistical uncertainty in his PhD thesis. (G. Geldof) Can effect of climate change be included? It could be included in another project, based on the same tool. (H. Sieker) Rules outside the project may change: how can they be incorporated? (B. Ellis) Normal distribution of stormwater concentration is commonly accepted: is standard deviation taken into account? (J.-C. Deutsch) How are the scales of the catchment areas defined? Catchment areas are simplified, as satellite pictures were used. (H. Sieker) Scales are important for the modelling of BMPs. (P.-S. Mikkelsen) Uncertainty is a key issue, and in some cases, other tools than SFM may be preferred. (S. Vanecek) SFM data definition will continue with the development of the ADSS. (E. Aftias) The calibration of the SFM is important. Exact figure of uncertainty is irrelevant at this stage. ADSS is aiming to support decisions. Event based calculations are too detailed for Mediterranean countries. Results can be compiled in yearly data.

## 1.7 WP2 - ADSS Production (T. Metelka)

T. Metelka (DHI) presents the ADSS structure agreed on during the last work meeting in Prague (August 2003). The first triangle of system, context and problem defines the case. The next steps will be the definition of scenarios, variants and their comparison with the help of a MCA. The user will have a login and password, may select a mode of experience (beginner, advanced, experienced) before entering the first triangle (USER ID). The problem will be defined through a set of well chosen questions. The system is defined through description (e.g. catchment) and scale (questions, general description, comments, no model data). The context is defined through description (economical, environmental, social...) and scale (questions, general description, comments). The three elements create a CASE ID. The scenario is a selection of prioritised solutions leading to classification of the actual case (SCENARIO ID). The variants are developed on the base of the set of IDs. Running the variants with the tools not integrated in the ADSS, means aggregating values (=indicators). The variants can be compared within a MCA and results are presented in form of graphs, tables or HTML pages.

The XML interfaces between the toolboxes and the ADSS are open for any additional connection. The tools help to define indicators and return aggregated values. The case templates for user and administrator views is already available and the scenario template is under development. After the finalisation of the case domain logic, the scenario management will be worked out and the first BMPs will be implemented.

**Discussion (answers by T. Metelka and S. Vanecek):** (J.-C. Deutsch, J.-F. Deroubaix) The end-users who are going to test the ADSS have to request an access in order to obtain their password. Scaling of the system is quite easy, whereas the scaling of the context depends on the questions. The whole information included in the ADSS is available to the user at any point ("show all"). With the help of the tracking function the user can copy his project and start a new run. (H. Sieker) There is no software installation required for the ADSS. The databases run with MySQL & Apache (free ware). The demo version is available for all interested end-users, the progress can be followed as it is gradually updated online. In December 2003 the first logic of dialogue will be implemented. (G. Geldof) As already discussed in Prague, urban dynamics is placed besides the main box. An MCA gives a statistical uncertainty as result, not including the societal aspects. (Z. Vergos) The heart of the ADSS relays on BMPs. Some identifiers are more technical, some more urban dynamic.

## 1.8 WP7 - Field testing (J.-C. Deutsch)

J.-C. Deutsch (Cereve ENPC) reports the progress related to end-user interaction. The CEU questionnaires have been exploited and D7.1 will be adapted after the regional conferences, collecting contributions from the extended end-users (EEU). The terms of reference (ToR) give a general definition of the ADSS so far. The potential ADSS user is involved in stormwater management. TAUW defined various functions of the ADSS, e.g. a learning function, which is implicit but not the heart of the ADSS. Databases have to be defined and included. The user has the option of a guided or non-guided use of the ADSS. Several users can connect to the ADSS and develop the same project in different ways (multi-user, one project). In T7.2 "Choice of ADSS components for testing in case studies", the definition of components depends on the point of view: components are program lines for the developer, needs for the user and links between both for WP3 and WP7. The following components will be tested by the end-users: quality of questionnaire, handling of ADSS, key words, guidelines on the interpretation of model results and display format.

**Discussion (answers by J.-C. Deutsch and J.-F. Deroubaix):** (B. Ellis) The concept of needs (meta-needs and basic needs) has to be discussed. (J.-F. Deroubaix) The final aim of the ADSS is to create a common representation of the system: therefore the needs must be known and

shared by all users. (P. Lems) There are several points of view in a socio-economic context, so why restrict to a single representation? Discussions with the different stakeholders are still necessary, ADSS can show different types of representations. Coming to a common representation is a progressive procedure.

## 2 DayWater end-user meeting: Friday 17 October 2003

Time	Programme	Presentation	Objectives
09:00 - 09:15	<b>1. Introduction</b>		
	<ul style="list-style-type: none"> <li>• Agenda of the day: DayWater scientific workshops in 2 parallel sessions</li> <li>• Designation of a secretary for each workshop</li> </ul>	M. Förster & D. Thévenot	Information Decision
09:15 – 11:15	<b>2. DayWater scientific workshops</b>	ALL	
	<ul style="list-style-type: none"> <li>• Workshop 1: CEUG questionnaires (14); operation &amp; exploitation</li> <li>• Workshop 2: Regional conferences (3/8); operation &amp; exploitation</li> </ul>	CEUG members G. Geldof J.-C. Deutsch	Mutual information Discussion
11:15 - 11:30	Coffee break		
11:30 – 13:00	<b>3. Plenary session</b>	Secretaries of sessions ALL	Discussion
	<ul style="list-style-type: none"> <li>• Summary and conclusions of Workshop 1 &amp; 2</li> </ul>		
13:00 – 14:00	Buffet lunch		
14:00 – 15:30	<b>4. DayWater scientific workshops</b>	ALL CEUG members	
	<ul style="list-style-type: none"> <li>• Workshop 3: ADSS architecture &amp; functions</li> <li>• Workshop 4: ADSS component testing methodology</li> </ul>	S. Vanecek J.-F. Deroubaix	Mutual information Discussion
15:30 – 16:00	Coffee break		
16:00 – 16:45	<b>5. Plenary session</b>	Secretaries of sessions ALL	Discussion
	<ul style="list-style-type: none"> <li>• Summary and conclusion of workshop 3 &amp; 4</li> </ul>		
	Break		
17:15 – 18:45	<b>7. Advisory steering board (ASB) meeting</b>	ASB members	Discussion and decisions
	<ul style="list-style-type: none"> <li>• Deliverable quality control (QC)</li> <li>• Management/Periodic report procedure</li> <li>• Project publication rules</li> <li>• Follow up of CityNet cross-project groups</li> <li>• CityNet roadmap towards FP6</li> <li>• Summary of major decisions</li> </ul>		

### 2.1 End-user workshops

#### 2.1.1 Call for suggestions of sampling sites (J.-M. Mouchel, ENPC)

J.-M. Mouchel presents the procedure of biotests applied to runoff sediment pore water. End-users are asked to contact him in case of interest.

#### 2.1.2 Workshop 1: CEUG questionnaires - operation & exploitation (G. Geldof, TAUW)

Conclusions were presented in PowerPoint format during the plenary session.

The exploitation of the questionnaires filled by the core end-users at the beginning of the project, summarises the expectations on the ADSS. The ADSS should support planning, be helpful in crisis management, work on different scales, motivate people, evaluate risks, provide information on BMPs, go beyond knowledge management.

The attending end-users felt that the questionnaire was too long, but helped us in understanding the real problems and to bring people together. If the ADSS is like the questionnaire it will not be used. A free mode should be available besides the guided mode (do not underestimate the user knowledge). Structures should be given only if asked for. The user makes the structure! The introduction pages are essential for the use of ADSS. It should motivate the user (learning by discovering). In principle the ADSS is seen as a HELP-function and it may be produced that way.

### 2.1.3 Workshop 2: Regional Conferences - operation & exploitation (J.-C. Deutsch, ENPC)

Conclusions were presented in PowerPoint format during the plenary session.

The objectives of the regional conferences are: collect information on extended end-user, start to discuss with end-user about component testing, start to clarify usefulness (or uselessness) of links within ADSS, inform end-user about ADSS, dissemination strategy.

Till now three regional conferences were already held and proved that there are different national aspects to deal with, and the conference structure (program) may be different for each country.

#### **The conclusion of the French conference on 10/10/2003:**

Questions to participants: Are there on-going projects where an ADSS can be tested? What are your major concerns?

Questions to ADSS: How to design BMPs with other stakeholders? Operation and maintenance of ADSS?

5-10 extended end-users would be available.

#### **The conclusion of the Greek conference on 14/10/2003:**

Return of 15 filled out extended end-user questionnaires before the conference and more during the conference. About 80 participants were registered. Main concern of participants is flooding! For potential case studies a strong support will be needed.

E. Aftias estimates that 5-6 extended end-users would be available.

#### **The conclusion of the Czech conference on 13-14/10/2003:**

There is no Czech core end user but there will be three extended end-users available.

The conference was coupled with a meeting about sewer/water supply (2-day). Participants came from municipalities, administration and universities. It is important to enable Internet connection in meeting location!

#### **Planned conference in Germany 30-31/10/2003:**

Two half days meeting together with a national research project on the same topic. Content: presentation of projects their results and case studies. The extended end-users questionnaire will be sent to participants two days before the meeting.

#### **Planned conference in Denmark on 25/11/2003:**

One-day meeting organised together with Danish organization. The questionnaire will be given to participants in the morning before the coffee break, so that it can be evaluated meanwhile. Conference focus on quality problems (pollution), DayWater will only be a part of the program.

### **Planned conference in Sweden on 12/11/2003:**

Questionnaires will be given to participants in the morning before the coffee break. National program on stormwater problems will be the main presentation followed by a site visit. The core end-users will give presentations about their role within DayWater.

### **Planned conference in United Kingdom on 18/11/2003:**

The conference will concentrate only on DayWater, and will include a site visit. Participants will come from municipalities, administration, developers and universities.

Conclusion: the end-user want to incorporate into the ADSS the private sector (developer), operation & maintenance issues of BMPs and the stakeholders' involvement.

Deliverable D1.10 will summarise the information from all regional conferences, the potential extended end-users and the ongoing projects which can be used as case studies.

#### **2.1.4 Workshop 3: ADSS architecture & functions (S. Vanecek, DHI)**

Conclusions were presented in PowerPoint format during the plenary session.

The ADSS is web based and neither licence nor software installation are required. The security of user data is guaranteed through a password protected login. The ADSS has a communicative character (interactive) and provides documents (image, web links, files). Non guided (free) mode means surfing around to gather information. Guided mode means tracking the user's steps. Iteration loops lead to improvement of output.

Several users can work on one project, with one responsible "project manager", who may send "project copies" to other stakeholders. Local "project copies" can be edited, merged and partly update the original project. Tasks may be delegated and controlled by the project manager, who keeps the access rights on his project.

The ADSS should help to fill in a matrix with performance indicators (PI) and find possible solutions. The mathematical analysis of the multi-criteria analysis (MCA) may be skipped, anyhow MCA is just an option and considered as a external tool box. The scenario is considered as a bottleneck and will be revised.

#### **2.1.5 Workshop 4: ADSS component testing methodology (J.-F. Deroubaix, ENPC)**

Conclusions were presented in PowerPoint format during the plenary session.

Test of any component is difficult until its position and its links inside the ADSS are not well defined. Components with an a priori well defined position are: the entry point "case" (triangle describing system, context, problem), exit points (criteria, use of criteria, interpretation of criteria by stakeholders..). Testing may be "on paper" parallel to the development of the prototype. The interface should allow "free use". The ADSS testing relies on ongoing projects, in order to check entry points. As stakeholder are known in these case studies, exit points can be verified.

Conclusion: the testing of the ADSS is a core task and every partner has man months to support the testing with the help of the end-user's case studies.

## **2.2 ASB Meeting**

Each scientific partner was represented by at least one person as well as the EC was represented by Zissimos Vergos (Scientific Officer).

## 2.2.1 Deliverable quality control

The main concerns were already addressed during Thursday plenary session and the following decisions were taken:

All **templates** will be updated and simplified. For example the report template will enlarge the report title on the cover page and identify only three sets of data on the second page: name(s) of author(s) and referee, date of final draft delivery, of referee reporting and of final version delivery.

An Excel table is regularly updated in order to **follow-up deliverable production, referee reporting and final revision**. DayWater co-ordinators should be informed by author(s) and referee whenever a stage has been completed.

Annual WP reports should take into account actual delays of deliverables. DayWater co-ordinators will prepare a **revised table of deliverable production dates** which is formally accepted or modified by WP leaders before being considered as valid.

## 2.2.2 Management / Periodic report procedure

A report production "**road map**" has been prepared by DayWater co-ordinators, describing the different steps and their respective deadlines. This "road map" together with Word and Excel templates files, has been considered as a useful help for partners. All documents are available on the BSCW server. It has been decided that the number of man-months supported by DayWater budget, will be split per task (and not per deliverable) in each partner's report.

## 2.2.3 Cost Statement

The cost statement tables, prepared by each partner, should be sent to co-ordinators both by e-mail and as a paper copy signed by the partner's financial responsible person. According to DayWater contract all personnel expenses should be documented in work tables, for possible EC audit request: a month work table template has been prepared; a similar annual work table template will be prepared by co-ordinators and placed on BSCW file server.

## 2.2.4 Budget modification request

Following the suggestion of Z. Vergos, formal budget modification request can be send together with the annual partner's report not later than 24 November 2003 to co-ordinators (using the Word template "DW-Budget-Modification-Request"). This will allow that all requests can be forwarded in time to Z. Vergos, before the first annual cost statement is produced and formally signed i.e. not later than 6 January 2003. Whenever modifications are justified and lower than 20% of the partner's budget, they are likely to be accepted. All cost categories are involved, including for example "personnel" and "other specific costs" devoted to regional conference organisation.

## 2.2.5 Project publication strategies

Publication of DayWater project results are strongly suggested. Especially "white papers" should be published. All presentations of DayWater project in a general way, should mention at least the team leader of each partner as co-authors. This rule should be applied specifically for full papers.

## 2.2.6 CityNet cross project groups

Each partner involved in CityNet cross project groups ("light contracts" were signed during CityNet kick-off meeting) should briefly report on the actual or expected exchanges and the benefits of such exchanges.

## 2.2.7 CityNet road map towards FP6 proposal

According to a possible call for proposals related to Integrated Urban Water Management (IUWM) expected on summer 2004, W. Schilling has prepared a "road map" for the preparation of a proposal. This "road map" has been revised by CityNet project leaders and commented by Z. Vergos. The revised road map can be found on the BSCW server.

The final date for proposal call, topic or type (integrated project, network of excellence...) will be decided on the beginning of 2004. It seems nevertheless a good idea to start the procedure of "brain storming" or draft project preparation.

Z. Vergos reminds us that CityNet is not the only cluster in the field and that the project preparation should include other related clusters, for example: water quality monitoring or water technologies... Besides this general remark, Z. Vergos warned, that funds may be shifted to other topics in case of insufficient quality of proposals, even if there is no other proposal for the future FP6 call in our field. Finally Z. Vergos states that EC scientific officers cannot be involved in the project preparation. Within the Editorial Group (EG), suggested for an FP6 project preparation, the EU Parliament delegate may be replaced by an environmental European non governmental organisation (NGO).

## 2.2.8 Summary of major decisions / actions

Revision of reporting templates and road map.

Budget modification request to be received by co-ordinator not later than 24 November 2003.

Report of CityNet cross project group activities should be included in partner's report not later than 24 November 2003.

**Appendix 1: Partner participants to 1<sup>st</sup> annual DayWater meeting in Athens**

Name	First name	Institution	Lab	Town	Country	Office phone	Cell phone	Fax	E-Mail
<b>Vergos</b>	Zissimos	DG RTD, Directorate I - Environment	Unit I/3 - Water Cycle and Soil Related Aspects	Brussels	Belgium	00 32 (0)2 29 53 322		00 32 (0)2 29 52 097	Zissimos.Vergos@cec.eu.int
<b>Thévenot</b>	Daniel	UPVM	Cereve	Marne la Vallée Cedex 02	France	00 33 1 64 15 37 53	00 33 6 73 69 41 18	00 33 1 64 15 37 64	daywater@cereve.enpc.fr
<b>Förster</b>	Miriam	ENPC	Cereve	Marne la Vallée Cedex 02	France	00 33 1 64 15 36 43	00 33 6 73 69 41 72	00 33 1 64 15 37 64	daywater@cereve.enpc.fr
<b>Deutsch</b>	Jean-Claude	ENPC	Cereve	Marne la Vallée Cedex 02	France	00 33 1 64 15 36 20		00 33 1 64 15 37 64	jcd@cereve.enpc.fr
<b>Mouchel</b>	Jean-Marie	ENPC	Cereve	Marne la Vallée Cedex 02	France	00 33 1 64 15 36 45		00 33 1 64 15 37 64	mouchel@cereve.enpc.fr
<b>Deroubaix</b>	José-Frédéric	ENPC	Cereve	Marne la Vallée Cedex 02	France	00 33 1 64 15 36 31		00 33 1 64 15 37 64	jfd@cereve.enpc.fr
<b>Chouli</b>	Eleni	ENPC	Cereve	Marne la Vallée Cedex 02	France	00 33 1 64 15 37 61		00 33 1 64 15 37 64	chouli@cereve.enpc.fr
<b>Geldof</b>	Govert	TAUW		Deventer	The Netherlands	00 31 570 699 331		00 31 570 699 666	gdg@tauw.nl; govert.geldof@planet.nl
<b>Lems</b>	Pieter		00 31 570 699 296				00 31 570 699 666	dfa@tauw.nl	
<b>Svensson</b>	Gilbert	Chalmers University of Technology	Water Environment Transport (CUT WET)	Gothenburg	Sweden	00 46 31 77 22 126	00 46 70 30 88 126	00 46 31 77 22 128	gilbert.svensson@wet.chalmers.se
<b>German</b>	Jonas					00 46 31 77 22 171		00 46 31 77 22 128	jonas.german@wet.chalmers.se

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Name	First name	Institution	Lab	Town	Country	Office phone	Cell phone	Fax	E-Mail
<b>Mikkelsen</b>	Peter Steen	Technical University of Denmark	Environment & Resources DTU	Lyngby	Denmark	00 45 4525 1605		00 45 4593 2850	psm@er.dtu.dk
<b>Erikson</b>	Eva					00 45 4525 1552		00 45 4593 2850	eve@er.dtu.dk
<b>Ledin</b>	Anna					00 45 4525 1584		00 45 4593 2850	anl@er.dtu.dk
<b>Baun</b>	Anders								anb@er.dtu.dk
<b>Revitt</b>	Mike	Middlesex University	Urban Pollution Research Centre	London	UK	00 44 20 8 362 5308		00 44 208 362 6580	m.revitt@mdx.ac.uk
<b>Ellis</b>	Bryan					00 44 20 8 362 5258		00 44 208 362 6580	b.ellis@mdx.ac.uk
<b>Scholes</b>	Lian					00 44 20 8 362 6361		00 44 208 362 6580	l.scholes@mdx.ac.uk
<b>Papavasilou</b>	Christos	National Technical University Athens (NTUA)	Faculty of Civil Engineering, Department of Water Ressources	Athens	Greece	00 30 10 77 22 839		00 30 10 77 22 879	Daywaterteam@hydro.ntua.gr
<b>Papatzani</b>	Stella							00 30 10 77 22 879	Daywaterteam@hydro.ntua.gr
<b>Tarnaras</b>	Ilias								
<b>Noutsopoulos</b>	Konstantinos								
<b>Aftias</b>	Emmanuel					00 30 10 77 22 835	00 30 97 39 86 169	00 30 10 77 22 879	emaftias@central.ntua.gr

## Appendix 1: Partner participants to 1<sup>st</sup> annual DayWater meeting in Athens

Name	First name	Institution	Lab	Town	Country	Office phone	Cell phone	Fax	E-Mail
<b>Metelka</b>	Tomas	DHI Hydroinform a.s.		Praha 10	Czech Republic	00 420 267 227 130	00 420 603 489 012	00 420 271 736 912	t.metelka@dhi.cz
<b>Vanecek</b>	Stanislav			Praha 10	Czech Republic	00 420 267 227 130	00 420 603 439 791	00 420 271 736 912	s.vanecek@dhi.cz
<b>Sieker</b>	Heiko	Ingenieurgesellschaft Prof. Dr. Sieker mbH		Dahlwitz-Hoppegarten,	Germany	00 49 3342 35 95 15	00 49 171 523 9308	00 49 33 42 35 95 29	h.sieker@sieker.de
<b>Legret</b>	Michel	Laboratoire Central des Ponts et Chaussées	Division Eau	Bouguenais Cedex	France	00 33 2 40 84 58 66		00 33 2 40 84 59 98	michel-legret@lcp.fr
<b>Raimbault</b>	Georges					00 33 2 40 84 58 63		00 33 2 40 84 59 98	georges.raimbault@lcp.fr
<b>Viklander</b>	Maria	Luleå University of Technology (LUT)	Dept. of Sanitary Engineering	Luleå	Sweden	00 46 920 91634	00 46 070 330 1486	00 46 920 91493	maria.viklander@sb.luth.se
<b>Westerlund</b>	Camilla					00 46 920 91634	00 46 920 491494	00 46 920 491493	cam@sb.luth.se

## Appendix 2. End-user participants to 1<sup>st</sup> annual DayWater meeting in Athens

Name	First name	Institution	Town	Country	Office phone	Cell phone	Fax	E-Mail
<b>Ahyerre</b>	Mathieu	Agence de l'Eau Seine et Normandie	Nanterre	France	00 33 1 41 20 17 10		00 33 1 41 20 16 09	ahyerre.mathieu@aesn.fr
<b>Cogez</b>	Claire	Conseil Général de Seine-Saint Denis, Direction de l'Eau et de l'Assainissement	Rosny sous Bois	France	00 33 1 43 93 65 76		00 33 1 45 28 87 62	ccogez@cg93.fr
<b>Beyeler</b>	Claire	Syndicat Marne Vive	St Maur	France	33 1 45 11 65 65 ou 65 72		00 33 1 45 11 65 70	marnvive@club-internet.fr
<b>Bennerstedt</b>	Knut	Stockholm Water	Stockholm	Sweden	00 46 85 22 12 210	00 46 739 14 22 10	00 46 85 22 12 432	knut.bennerstedt@stockholmvatten.se
<b>Jensen</b>	Lene	Copenhagen Energy	København V	Denmark	00 45 3342 5687		00 45 3342 5963	ljen@ke.dk
<b>Gammelgaard</b>	Kjeld	Karlebo Municipality	Kokkedal	Denmark	00 45 45 175 944		00 45 45 175 900	kga@karlebo.dk
<b>Oldham</b>	John	Countryside Strategic Projects Plc	Brentwood, Essex	UK	00 44(0) 1 277 690 573	00 44 780 198 0924	00 44 1 277 690 600	john.oldham@cpplc.com
<b>Pangalos</b>	Anastasios	Ministry of the Environment, Planning and Public Works, D.G. of Hydraulic Works	Athens	Greece	00 30 210 644 5340		00 30 210 6428085	ggded7@otenet.gr
<b>Papatheodoropoulos</b>	P.	Municipal Water Supply and Sewage Company of Patras, Sewage Department	Patras	Greece	00 30 0610366100		00 30 0610325790	deyapatr@otenet.gr
<b>Scheibel</b>	Marc	Wupperverband	Wuppertal	Germany	00 49 202 583 246		00 49 202 583 228	schei@wupperverband.de

