



to Co-ordination Group ESSnet Big Data
cc
from Martin van Sebille

subject Final minutes CG meeting 0.3 of ESSnet BD II by WebEx 24th of October 2018
2018-11-02

Participants:

Peter Struijs (Chairman)	√	Marek Morze (PL WPH)	√
Martin van Sebille (Secretary)	√	David Salgado (PL WPI)	√
Marc Debusschere (Deputy WPA)	√	Marek Cierpial-Wolan (PL WPJ)	√
Tomaž Špeh (PL WPB)	√	Alexander Kowarik (PL WPK)	
Galya Stateva (PL WPC)	√	Natalie Rosenski (PL WPL)	√
Arko Keskülä (PL WPD)	√	Albrecht Wirthmann (Eurostat)	√
Anke Consten (PL WPE)	√		
Monica Scannapieco (PL WPF)	√		
Johan Fosen (PL WPG)	√		

Replacements/Guests:

Magdalena Six (WPK)	√		
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1. Opening and agenda

Peter welcomes everybody to meeting 0.3 of the Co-ordination Group of the ESSnet Big Data II (CG).

Alexander (WPK) could not attend the meeting and is replaced by Magdalena Six. Also this time for questions on process and other clarifications Albrecht Wirthmann from Eurostat attends the meeting.

2. Points for information

No special points for information.

3. Preparation of the kick-off meetings

a: Participation

Unfortunately the resources to physical meetings are limited. When drafting the proposal, the rule was adopted that the total amount of travel and

subsistence costs should not be more than 10% of the total available budget to be reimbursed.

In the previous ESSnet Big Data project there was one big kick-off meeting at the beginning where all partners could send one person as a representative.

The new ESSnet project has more partners, more WPs, and more partners per WP. It is also less homogeneous: there are three different tracks. As discussed and agreed upon in Sofia this year there will be three kick-off meetings, one for each track. All partners participating in a track will get reimbursed for one person, irrespective of the number of WPs in which they participate (plus one person for the organizing WP).

Some partners have already expressed the desirability of sending more than one person to the kick-off meeting(s). There are very limited budget possibilities for making exceptions (there are some savings, e.g. because of back-to-back meetings and less travel costs if a meeting is held at a participant's NSI, but it had not been foreseen that meeting facilities had to be rented for one of the kick-off meetings).

The urgency of having more than one person attend a kick-off meeting is to be decided primarily by the country. This may also depend on the agendas of the kick-off meetings (see below). It may then decide to send an extra participant on their own costs before asking for extra reimbursement. Further there is also a limitation of the number of people who can attend because of the size of the meeting room (to be judged by the organisers).

If partners need extra reimbursements, they should contact Peter as soon as possible after this CG meeting. He will then see what is possible in consultation with Eurostat.

b: Draft agendas (in chronological order)

15 – 16 November 2018: kick-off meeting of the smart statistics track (=WPL, Natalie) in Wiesbaden, Germany.

The date is fixed: the meeting starts at 14:00 PM on the 15th of November and ends at 13:00 PM on the 16th of November.

The draft agenda is discussed; recommendations and suggestions are made. The most important ones are:

- No parallel sessions because this is a track of a single WP and it is better to brainstorm with all participants together and to know what the others are doing.
- Because of the foreseen starting timing ask beforehand when everyone will arrive and leave. Maybe the beginning and ending of the meeting could be changed (earlier start or later ending) if many participants have no travel possibilities on the envisaged dates.
- Ask every member of the WP before the kick-off meeting to make a list of already available resources and literature about the topic so this can be exchanged and/or shared.
- Recommendations for the follow-up of this project must be taken into account.
- Make room for interaction/discussion.

03 – 04 December 2018 kick-off meeting track implementation (=WPF, Monica) in Vienna, Austria.

The date is fixed: the meeting starts at 14:00 PM on the 3rd of December and ends 17:30 PM on the 4th of December.

The meeting will be held at Hotel Roomz Vienna Gasometer which is nearby the premises of Statistics Austria. The rent of the room is guaranteed by Statistics Netherlands, WPA will provide the costs.

The draft agenda is discussed; recommendations, suggestions and remarks are made. The most important are:

- Make room in the agenda for at least 30 minutes for Faiz Alshail (member Review Board) to provide some advice to the WPs at the start of the track so this can be taken into account during the project.
- There might be some difficulty with attending the parallel sessions because if one person represents several WPs, a choice must be made which session to attend.
- The first day may end with a plenary session.
- It has not yet been decided if all WP leaders will attend the meeting. This is up to the countries to decide.
- Eurostat will attend with 3 people.
- It may be good not to have too many parallel sessions; the idea of pairing them was raised.
- Reserve enough time for cross-cutting issues.

05 – 06 December 2018 kick-off meeting track pilots (=WPK, Alexander) in Vienna, Austria.

The date is fixed: the meeting starts at 09:30 AM on the 5th of December and ends 15:30 PM on the 6th of December.

The meeting will be held at the premises of the Statistics Austria.

The draft agenda is being discussed; recommendations, suggestions and remarks are made. The most important are:

- Make room in the agenda for at least 30 minutes for Faiz Alshail (member Review Board) to provide some advice to the WPs at the start of the track so this can be taken into account during the project.
- Request by Eurostat and Italy for the possibility to attend the meeting on a remote basis (e.g. WebEx, skype). The participation will be limited to only listening.
- Output from one WP might be input for another WP (for instance, WPI and WPJ may be related).
- There might be some difficulty with attending the break-up sessions because if one person represents several WPs, a choice must be made which session to attend.
- The last break-up session may be changed into a plenary session for exchanging information and wrap-up of the meeting.
- Reserve time for cross-cutting issues in the presentations.

Marc remarks that preparations are already being made to set up the wiki for this project. The structure/architecture of the previous ESSnet Big Data is being used so he hopes that it is possible to upload documents (agendas, minutes) as

soon as possible so that the wiki can be used before the kick-off meetings will start. Please send him information (documents) to upload. If documents change it is easy to replace them. It is the intention that Marc also attends the kick-off meetings and share the knowledge and information about the communication within this project.

4. Preparation of the multi beneficial grant agreement

No formal official reaction has been received yet but the intention is that it will be sent next week. Within 6 weeks after reception the declarations of honor (DOH) must be entered through the portal by each NSI.

There is a maximum of 3 months for the negotiations phase, but it is better, also for getting budgetary clarity, to finish this phase as soon as possible, rather in weeks than in months.

Please note that the kick-off meetings are not meant for preparing the grant agreement; this will not be on the agenda.

5. Planning of CG meetings

A draft schedule of track and regular CG meetings for 2018 till the end of 2019 has been sent with the agenda of this meeting. It is attached to these minutes.

Except from the first month (January) in 2019 the track and regular CG meetings will be held every two months. The meetings are all on Wednesday form 10:30 AM till 12:00 noon.

The desirability of having meetings in mid-Summer did not lead to a clear conclusion. The final decision on the schedule will be made in the next 1st formal CG meeting on the 28th of November.

Work package meetings

WP leaders can plan their own WebEx meetings for their WP, one by one or in the form of a schedule of meetings. WPA provides the WebEx links for the meetings. Please send your schedule or other meeting requests as soon as possible to Peter and Martin so they can provide the link and check if there is no overlap because of restrictions, as there are only two accounts available and they cannot reserve two slots at the same time.

6. Communication arrangements

As Marc mentioned earlier, preparations are being made for the new wiki already. The content of the former wiki is put aside but can still be reached because links are redirected.

Prior to the kick-off meetings content can be uploaded and gradually the wiki will be extended and perfected. Also will Marc link to the Cross portal of Eurostat.

Albrecht has sent many different links within the Eurostat network concerning the content of the previous ESSnet Big Data project and hopes that they still

work. This is a technical issue. There will be a bilateral contact between Marc and Albrecht/Eurostat about this.

7. Any remaining issues

As there are no remaining issues Peter wishes Natalie good luck with the preparation of the first of the kick-off meetings and closes the meeting.

Meetings Tracks and Co-ordination Group ESSnet Big Data till end 2019

Date	Time (CET)	Issues	How/Where
2018-11-28	10:30 – 12:00 hr*	Regular CG meeting	WebEx meeting
2018-12-19	10:30 – 12:00 hr*	Regular CG meeting (only if necessary)	WebEx meeting
2019-01-09	10:30 – 12:00 hr*	Track CG Implementation	WebEx meeting
2019-01-16	10:30 – 12:00 hr*	Track CG Pilots	WebEx meeting
2019-01-23	10:30 – 12:00 hr*	Regular CG meeting (incl. resources spent)	WebEx meeting
2019-02-13	10:30 – 12:00 hr*	Track CG Implementation	WebEx meeting
2019-02-27	10:30 – 12:00 hr*	Track CG Pilots	WebEx meeting
2019-03-20	10:30 – 12:00 hr*	Regular CG meeting (incl. resources spent)	WebEx meeting
2019-04-03	10:30 – 12:00 hr*	Track CG Implementation	WebEx meeting
2019-04-17	10:30 – 12:00 hr*	Track CG Pilots	WebEx meeting
2019-05-22	10:30 – 12:00 hr*	Regular CG meeting (incl. resources spent)	WebEx meeting
2019-06-05	10:30 – 12:00 hr*	Track CG Implementation	WebEx meeting
2019-06-19	10:30 – 12:00 hr*	Track CG Pilots	WebEx meeting
2019-07-24	10:30 – 12:00 hr*	Regular CG meeting (incl. resources spent)	WebEx meeting
2019-08-07	10:30 – 12:00 hr*	Track CG Implementation	WebEx meeting
2019-08-21	10:30 – 12:00 hr*	Track CG Pilots	WebEx meeting
2019-09-18	10:30 – 12:00 hr*	Regular CG meeting (incl. resources spent)	WebEx meeting

Date	Time (CET)	Issues	How/Where
2019-10-09	10:30 – 12:00 hr*	Track CG Implementation	WebEx meeting
2019-10-23	10:30 – 12:00 hr*	Track CG Pilots	WebEx meeting
2019-11-20	10:30 – 12:00 hr*	Regular CG meeting (incl. resources spent)	WebEx meeting
2019-12-04	10:30 – 12:00 hr*	Track CG Implementation	WebEx meeting
2019-12-18	10:30 – 12:00 hr*	Track CG Pilots	WebEx meeting

*connecting from 10:15 onwards all WebEx meetings