

ITS Nationals Plenary - Minutes

Date: 21 May 2023
Time: 14:00-16:00 pm CET
Venue: In Person - Lisbon

Participants:

Günther Weber, Chair
Donal Hodgins, Vice Chair
Maarja Rannama, ITS Estonia
Joost Vantomme, ERTICO
Sharron McMurray, ERTICO
Vasco Corte-Real, ITS Portugal
Sandra Vasconcelos, ITS Portugal
Joao Carlos Silva, ITS Portugal
Mihai Niculescu, ITS Romania
Marc Verhage, ITS Netherlands
Max Sugarman, ITS UK
Didier Gorteman, ERTICO
Roger Pagny, ITS France
Paula Kolk, ITS Estonia
Jaime Huerta, ITS Spain
Fernando Zubillaga, ITS Euskadi
Hanna Eriksson Lagerberg, ITS Sweden
Patrick Anderson, ITS Sweden
Sanni Remonen, ITS Finland
Danilo Knezevic, ITS Serbia
Miroslav Petrovic, ITS Serbia
Ljudevit Boricic, ITS Serbia
Jure Pirc, ITS Slovenia
Maarja Rannama, ITS Estonia
Ira Racina, ITS Latvia
Pedro Barradas, ITS Portugal
Ricardo Tiago, IMT (Institute of Mobility and Transport)

Apologies

Donal Hodgins, Vice Chair

Minutes

Decision points are shown in underlined text.

Action items are shown in bold text

The current minutes are not intended to take over the content of the slides as such but aim to provide the essentials of the discussion

1. Welcome

The Chair welcomed all the participants to the meeting. He commented that the main process of the meeting was to continue with the topics that were discussed in Dublin.

The Chairman commented that he wanted the Nationals to drive ITS forward and find a more active and consistent way of working together.

The host of the location, Joao Caetano, Chairperson of the Board at Instituto da Mobilidade e dos Transportes welcomed the participants

All the ITS Nationals participating in the meeting introduced themselves.

As new members of the ITS Nationals Ira Racina, of ITS Latvia and Miroslav Petrovic, ITS Serbia gave short presentations on the background of their organisations.

2. Recap from the Dublin meeting

The Chairman conducted a presentation utilising slides, highlighting topics such as the questions for today's workshop, current value of membership, the anticipated benefits ERTICO could obtain from the ITS Nationals, the unique selling points of ITS Nationals, membership regulations, Organizational Resources, along with the Outcome and Action plan.

- Donal Hodgins, Vice Chair, has recently joined the Strategy Committee of ERTICO as permanent member to represent the ITS Nationals.
- Guenther Weber, the Chairman, has received an invitation to join the ERTICO Supervisory Board for a dialogue (one or two meetings a year)..
- ERTICO has been exploring a plan aimed at employing a new member of staff for the ITS Nationals.

3. Way forward for ITS Nationals: Introduction of the new concept

Mr. Vantomme introduced himself and gave a detailed presentation that included elements such as ITS National activities, collaboration with ITS Nationals, primary objectives, creating connections, requirements, service offerings for part-time personnel, additional services for full-time personnel, and financial considerations. He elaborated on ERTICO's proposal to add a new staff member for the ITS Nationals. Furthermore, Mr. Vantomme explained the advantages that ERTICO can provide to the Nationals, which include:

- ERTICO's potential role as a source of news dissemination from the EU.
- The sharing of market knowledge.
- Promotion of the ITS Nationals at congresses.
- Assistance with ad hoc files (e.g. Taxonomy where ITS need to be recognized as element for decarbonisation).
- Potential for shared academy sessions with ITS Nationals.

ERTICO proposal regarding staffing

Mr. Vantomme emphasised the requirement for a new, dedicated ERTICO staff member to steer the ITS Nationals progress.

The role calls for a singular point of contact, beginning part-time, and maintaining a close association with both ERTICO and the ITS Nationals.

He further discussed the updated fee structure. The existing fee paid by the ITS Nationals is 500 euro per member which has never been indexed, nor reviewed and which does not cover the cost of Sharron, Joost and possibly other support up to date. The expense for the proposed part-time staff member is estimated at 75,000 euro per year.

To fund this, there is a need for ten ITS National members to contribute above the basic fee. Simulations were discussed during the meeting based on the proposals of ERTICO (see slide presentation).

Coffee Break

4. Discussion of the way forward

- Mr Barradas expressed approval for the proposal to introduce a new staff member, acknowledging the necessity of a suitable framework and mechanism for the implementation. He suggested that instead of a uniform fee, members with higher financial capability should contribute more, as not all members have sufficient funding.
- Ms. Racina voiced her surprise over the lack of staff dedicated to ITS Nationals and agreed on the need for such a role. She deemed the revised fee structure reasonable and expressed preference for a full-time staff member.
- Ms Rannama showed gratitude towards ERTICO for the proposal and lent her full support for the introduction of a new staff member.
- Mr Pirc agreed with Mr. Barradas' financial approach due to their constrained budget, and mentioned the need for internal discussions among their members.
- Mr. Knezevic, despite only recently learning of the proposal, welcomed the initiative and supported it for the benefits it could bring. He expressed preference for a full-time staff member.
- Ms. Remonen appreciated the concrete proposal and emphasised the need to define clear goals to ensure support from all ITS nations.
- Ms. Eriksson Lagerberg saw the initiative positively but cited budget constraints that necessitated board approval. She added that they would require a finalised proposal to present to their board.
- The Chairman clarified that a formal decision would be made following a vote.
- Mr. Huerta noted the considerable financial leap and acknowledged the diverse financial situations across the ITS organisation.
- Ms. Kolk expressed pleasure at the presence of numerous ITS Nationals and voiced support for the proposal.
- Mr Sugarman found the proposal commendable and emphasized the need to convey the value proposition to their organization. They favoured a flat rate for the sake of uniformity.
- Mr Verhage requested a comprehensive proposal from ERTICO. While acknowledging their larger size, they expressed uncertainty over a 4,000.00 euro contribution.
- Mr Niculescu fully endorsed the proposal, favouring a part-time role initially. He called for a detailed job description and expressed a desire for a swift hiring process, while noting the need to evaluate the financial implications for ITS Romania.
- Mr Corte-Real recognised the need for a new staff member to take the next step, favouring a full-time role and a flat rate. He emphasised the need for clarity on the functional value and services the role would provide.
- The Chairman noted a consensus around the table in favour of the proposal, with the fee structure posing the main challenge.

- Mr. Vantomme informed that the job description was already prepared.
- The Chairman proposed that ERTICO distribute the proposal and job description and set a feedback deadline before the next Plenary.
- Mr. Vantomme suggested reaching a decision before the holiday season, noting the minimum four-month hiring timeline. **He proposed refining the job description and his presentation before circulating them promptly**, aiming for a January start date for new members.
- Mr. Vantomme proposed sending **the proposal to the CC committee for a final review next week**.
- Sharron was assigned to find a **suitable one-hour slot for the CC meeting, to discuss and agree on the final proposal**.

5. Overview of the European Congress

Mr Vantomme conducted a presentation comprising various elements of the Congress, such as a glance at the Programme, the high-level programme, the opening and closing ceremonies, high-level Plenaries, and the Lisbon 2023 technical programme.

- Mr Barradas expressed his gratitude towards ERTICO for their support towards the congress and acknowledged the numerous challenges associated with it. He also extended his thanks to his board members for their support and commented that he was looking forward to the Congress.

6. Proposal of regular webinars

- The Chairman suggested that a regular **webinar should be set up to share information between the ITS Nationals**.
- He suggested that each ITS National organisation could take turns in hosting them.
- It was suggested that the first webinar one would start in September.
- The Chairman **suggested that he would send out a date for the webinar**

7. Formalities

- The Chairman expressed his intention to revise the Terms of Reference (TOR) such that if a CC member resigns from their position, the respective ITS organisation should propose a successor instead of conducting a vote.
- The Chairman assured that he would proceed **with updating the TOR accordingly**.

4. Summary and next steps.

- The Chairman proposed that the upcoming Plenary should take place in person during the autumn season. Specifically, he recommended organising the event at the ERTICO office in Brussels, with the target timeframe being mid-November.

- To determine the exact date, the Chairman suggested that a **doodle be circulated among the attendees for their availability.**

Way forward

There were no further action points and the Chairman closed the meeting

Action points

Task	Responsible
Mr Vantomme to refine the job description and his presentation before circulating	Mr Vantomme
Mr Vantomme to send the final proposal to the CC members to check and agree to be sent out to the Nationals	Mr Vantomme
Sharron to find a one hour slot for a CC meeting to discuss the final details of the proposal.	Sharron
A doodle to be sent with suggested dates for the next Plenary in November	Sharron
The Chairman to send out a date for the next webinar	The Chairman
The Chairman to proceed with updating the TOR	The Chairman