

# **EUROREGION BALTIC**

## **ACTION PLAN**

### **2014 -2015**

Klaipeda, 20<sup>th</sup> March 2014

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## Abbreviations

1. The abbreviations used in the tables are:

AP	Action Plan	JDP	Joint Development Programme
BSLF	Baltic Sea Labour Forum	JPC	Joint Programming Committee
BSSSC	Baltic Sea States Sub-regional Cooperation	HA	Horizontal Action
BSR	Baltic Sea Region	HLG	High Level Group
B2B	Business to Business	MC	Monitoring Committee
CoR	Committee of the Regions	MO	Member Organisation
CP	Cohesion Policy	PA	(EUSBSR) Priority Area
EB	Executive Board	PAC	(EUSBSR) Priority Area Coordinator
EC	European Commission	RCKC	Regional Council in Kalmar County
EEN	Enterprise Europe Network	RS	Regional Secretariat
EGTC	European Grouping of Territorial Cooperation	SBA	South Baltic Area
ENI	European Neighbourhood Instrument	SBP	South Baltic Programme
ETC	European Territorial Cooperation	SC	Steering Committee
EUSBSR	EU Strategy for the Baltic Sea Region	TF	Task Force
FP	(EUSBSR) Flagship Project	ToR	Terms of Reference
IPS	International Permanent Secretariat	WCG	ERB Water Core Group
		YB	Youth Board

2. The phrase “no extra resources required” should be understood that the planned activities are financed through the ERB joint budget (from membership fees) and/or resources allocated by each region to cover the cost related to the organisation of and participation in ERB events such as meetings of EB, YB and RS.

## Background

Euroregion Baltic (ERB) Action Plan for 2014 – 2015 was adopted on 20<sup>th</sup> March 2014 at the beginning of the new presidency within the organisation assumed by the Association Klaipeda Region. ERB stakeholders believe that biennial action plans are an effective tool enabling them to focus their efforts more precisely, to streamline their resources more efficiently and to concretise results they expect in a clearer manner. Such was the objective for this Action Plan, as well.

## Goals

The ERB 2020 Agenda (adopted in 2010) provided the necessary strategic framework by defining the vision for Euroregion Baltic. According to the vision, in 2020 ERB will be a more dynamic tool to tackle common challenges observed by its members, and a strengthened political leverage in the cross-border cooperation of the Baltic Sea Region. Having analysed the implementation of the ERB Action Plan for 2013 and 2014, this Action Plan marks the first step in making the vision of the Agenda more attainable. Therefore, it recommends the activities which will contribute to the implementation of the two goals of ERB 2020 Agenda: making ERB an effective political tool, as well as making ERB efficient in dealing with common challenges.

## Actions

The actions planned to help ERB stakeholders tackle common challenges take into account interests and ambitions proposed by the member organisations. These concern joint efforts aiming at supporting youth cooperation within the ERB Youth Board, fostering B2B cooperation with focus on clusters, innovation and SME internationalisation, continuing our platform to address labour market mobility and youth unemployment challenges, and at cooperating around water related issues in the ERB regions.

The actions designed in order to improve the political role of ERB are divided into external and internal ones. Externally, ERB will participate in the implementation of ETC and ENI programmes in the Baltic Sea Region, and in the implementation of the EU Strategy for the Baltic Sea Region, as well as cooperate with relevant actors at the EU, national and regional levels. Internal efforts will focus on the enhancement of the stakeholder approach and the enhancement of ERB internally.

## Monitoring

ERB Action Plan for 2014 – 2015 gives an outline of activities, each of which will require specific structure and framework that are impossible to define at the present moment and will have to be agreed at a later time. Therefore, the role of the ERB Executive Board is crucial in the regular monitoring of its implementation. The most important criterion while assessing and guiding the delivery of the planned results should be the level of their contribution to the goals of the ERB 2020 Agenda. Moreover, this Action Plan also indicates the source and size of the incoming joint resources, as well as their allocation and expenditure, which will be part of the monitoring activities by the ERB Executive Board.

## List of activities

### Goal: to strengthen political role in the cross-border cooperation in the BSR

External Action: participating in the implementation of ETC and ENI programmes in the BSR			
ERB 2020 Agenda Focus Areas: Lobbying			
Results	Time Framework	Actors responsible (leader in bold)	Resources (financial, human, political)
representation in SBP JPC and SBP TF and participation in their meetings	SBP JPC and TF meetings to be held <u>January - March 2014</u> ; reporting by TF on CP at EB meetings;	<b>TF on CP</b> , EB, YB, IPS	F – no extra resources required H - hours of TF on CP, YB, IPS P – process overseen by EB
representation in MC and SC in SBP 2007 – 2014, as well as in MC in SBP 2014 - 2020	MC and SC meetings to be held <u>throughout 2014 and 2015</u> ; reporting by TF on CP at EB meetings;	<b>TF on CP</b> , EB, YB, IPS	F – extra resources required for travel of MC member H - hours of IPS, EB P – process overseen by EB
information exchange with other ETC and ENI programmes of geographical relevance	<u>throughout 2014 and 2015</u> during online meetings of TF on CP;	<b>TF on CP</b> , YB, IPS	F – no extra resources required H - hours of TF on CP, YB, IPS P – none
dialogue with EC and national authorities	<u>throughout 2014 and 2015</u> as initiated by EB and TF on CP; reporting by TF on CP at EB meetings;	<b>TF on CP</b> , EB, YB, IPS	F – no extra resources required H - hours of TF on CP, YB, IPS P – process overseen by EB
External Action: participating in the implementation of EUSBSR			
ERB 2020 Agenda Focus Area: Lobbying			
Results	Time Framework	Actors responsible (leader in bold)	Resources (financial, human, political)
dialogue with EC, HLG, PACs and national authorities	<u>throughout 2014 and 2015</u> - as initiated by EB and TF on CP; reporting by TF on CP at EB meetings;	<b>TF on CP</b> , EB, YB, IPS, TF on Labour, WCG	F – no extra resources required H - hours of TF on CP, YB, IPS, TF on Labour, WCG P – process overseen by EB
involvement in EUSBSR PAs and FPs within areas of interest for ERB	<u>throughout 2014 and 2015</u> - dialogue coordinated by EB and TF on CP; reporting by TF on CP at EB meetings;	<b>TF on CP</b> , YB, IPS, RS, TF on Labour, WCG	F – no extra resources required H - hours of TF on CP, YB, IPS, RS, TF on Labour, WCG P – process overseen by EB
7 <sup>th</sup> Baltic Sea Tourism Forum: Business, Innovation & Partnership in Karlskrona, Sweden	<u>April – September</u> – specifying scope of participation <u>on 1-2 October 2014</u> – participation	TF on CP, EB, YB, IPS, TF on Labour, WCG	F – extra resources may be required for travel H - hours of TF on CP, IPS, RS P – none
External Action: holding dialogue with relevant actors			
ERB 2020 Agenda Focus Area: Exchange Initiatives			
Results	Time Framework	Actors responsible (leader in bold)	Resources (financial, human, political)
exchange of information with the European Commission, European Parliament, Committee of the Regions, EURES network	<u>throughout 2014 and 2015</u>	<b>IPS</b> , EB, YB, TF on CP, TF on Labour, WCG	F – no extra resources required H - hours of IPS, YB, TF on CP, TF on Labour, WCG P – none
exchange of information with the other BSR organisations	<u>throughout 2014 and 2015</u>	<b>IPS</b> , EB, YB, TF on CP, TF on Labour, WCG	F – no extra resources required H - hours of IPS, YB, TF on CP, TF on Labour, WCG P – none
exchange of information with the relevant regional offices in Brussels	<u>throughout 2014 and 2015</u>	<b>IPS</b> , EB, YB, TF on CP, TF on Labour, WCG	F – no extra resources required H - hours of IPS, YB, TF on CP, TF on Labour, WCG P – none

## Goal: to strengthen political role in the cross-border cooperation in the BSR

Internal Action: reinforcing stakeholder approach			
ERB 2020 Agenda Focus Area: Strategic Actions			
Results	Time Framework	Actors responsible (leader in bold)	Resources (financial, human, political)
5 <sup>th</sup> Annual Forum of ERB Stakeholders	<u>on 9-10.06.2014</u> – ideas for 5 <sup>th</sup> Forum discussed and agreed; <u>on 27.10.2014</u> – Forum held in Gdańsk to be combined with Pomorskie Energy Days;	<b>EB</b> , YB, IPS, RS, TF on Labour, TF on CP, WCG	F – no extra resources required H - hours of YB, IPS, RS, TF on Labour, TF on CP, WCG P – ideas for 5 <sup>th</sup> Forum discussed and agreed by EB
EB meetings around ERB	<u>on 20.03.2014</u> – meeting in Klaipeda, Lithuania; <u>on 05.05.2014</u> – online meeting in relation to IPS head employment <u>on 9-10.06.2014</u> – meeting in Växjö, Sweden with an international conference on youth education & employment; <u>on 28.10.2014</u> – meeting in Gdańsk, Poland with 5 <sup>th</sup> Annual Forum of ERB Stakeholders;	<b>EB</b> , YB, IPS, RS, TF on Labour, TF on CP, WCG	F – no extra resources required H - hours of YB, IPS, RS, TF on Labour, TF on CP, WCG P – decisions by EB stipulated in meeting agendas
study visits for EB	<u>throughout 2014 and 2015</u> to accompany EB meetings	<b>IPS</b> , EB, YB, RS	F – no extra resources required H - hours of YB, IPS, RS P – none
overview of JDP implementation	<u>between April and October 2014</u> – fact finding around ERB JDP; collecting information relevant to assess JDP implementation; <u>on 28.10.2014</u> – discussion around collected information & recommendations for ERB work	<b>EB</b> , YB, IPS, RS, TF on Labour, TF on CP, WCG	F – no extra resources required H - hours of YB, IPS, RS, TF on Labour, TF on CP, WCG P – agreed by EB
ERB Secretariats contacts	<u>continuously</u> – email exchange; <u>every first Thursday of the month</u> – online RS meeting; <u>on 27-28.01.2014</u> - face2face meeting in Gdansk; <u>on 9-10.06.2014</u> – face2face meeting in Växjö	<b>IPS</b> , YB, RS	F – no extra resources required H - hours of YB, IPS, RS P – none
Internal Action: strengthening ERB internally			
ERB 2020 Agenda Focus Area: Strategic Actions			
Results	Time Framework	Actors responsible (leader in bold)	Resources (financial, human, political)
hosting of IPS function from 1 <sup>st</sup> July 2014 onwards	<u>on 20.03.2014</u> – proposal specifying the IPS hosting and its location presented by the Polish partners; <u>on 20.03.2014</u> – discussion and decision on the location of IPS;	<b>EB</b> , MOs, RS, IPS	F – no extra resources required H - hours of IPS, RS P – EB decisions on the hosting of IPS function
description of IPS function	<u>on 20.03.2014</u> – ToR adopted specifying IPS activities, roles and responsibilities of ERB partners and employment conditions for new IPS Head; <u>April - June 2014</u> – implementation of ToR;	<b>EB</b> , MOs, RS, IPS	F – no extra resources required H - hours of IPS, RS P – EB decisions on ToR and employment of IPS Head
future legal status for ERB	<u>throughout 2014</u> – discussed and supervised by EB;	<b>EB</b> , MOs, TF on CP, IPS	F – no extra resources required H - hours of TF on CP, IPS P – EB decisions on further steps

## Goal: to be a more dynamic tool to tackle common challenges

Action: supporting youth cooperation within ERB Youth Board			
ERB 2020 Agenda Focus Area: Strategic Actions			
Results	Time Framework	Actors responsible (leader in bold)	Resources (financial, human, political)
improved level of work in YB and enhanced level of participation in ERB TFs	<u>between March 2014 and March 2015</u>	<b>YB</b> , IPS, RS, EB	F - none H - hours of YB, IPS, RS P - decisions by YB and EB
new effective structure	<u>between January and March 2014</u> - YB develops a proposal on new structure; <u>on 20.03.2014</u> - YB decides on new structure;	<b>YB</b>	F - none H - hours of YB P - decision by YB
projects in 2014	<u>between January and March 2014</u> - YB discusses project(s) to be implemented in 2014; <u>on 20.03.2014</u> - YB presents project proposal(s) to EB before further development; <u>on 9-10.06.2014</u> - YB presents ready application(s) to EB for decision;	<b>YB</b> , IPS, RS, EB	F - extra resources may be required H - hours of YB, IPS, RS P - decision by YB and EB
continued implementation of SYPERB project	<u>between January and July 2014</u> - with possible prolongation until end of 2014;	<b>YB</b> , IPS, RS	F - none H - hours of YB, IPS, RS P - decision by YB
EVS volunteer	<u>between January and May 2014</u> - YB (assisted by IPS and RS) identify a host for EVS volunteer and develop an application; <u>on 9-10.06.2014</u> - decision taken by YB and EB on EVS project; <u>between July 2014 and January 2015</u> - EVS project implemented;	<b>YB</b> , IPS, RS, EB	F - none H - hours of YB, IPS, RS P - decision by YB and EB
Action: facilitating water cooperation			
ERB 2020 Agenda Focus Area: Strategic Actions			
Results	Time Framework	Actors responsible (leader in bold)	Resources (financial, human, political)
WCG meetings around ERB	<u>throughout 2014 and 2015</u> twice a year	<b>RCKC</b> , MOs	F - extra resources required H - hours of WCG, IPS, RS P - politicians involved in WCG
dissemination of Moment project results	<u>spring 2014</u>	<b>WCG</b> , IPS, RS	F - no extra resources required H - hours of WCG, IPS, RS P - politicians involved in WCG
development and submission of WaterNets project application	<u>throughout 2014</u>	<b>RCKC</b> , MOs, WCG, IPS, RS	F - no extra resources required H - hours of WCG, IPS, RS P - support by EB and politicians involved in WCG
revision of WCG working plan, incl. identification of co-operation fields and/or projects through a web questionnaire to local and regional authorities in ERB	<u>throughout 2014</u>	<b>WCG</b> , MOs, TF on CP, IPS, RS	F - no extra resources required H - hours of WCG, TF on CP, IPS, RS P - support by EB
5 <sup>th</sup> ERB Water Forum	<u>in 2015</u>	<b>WCG</b> , MOs, TF on CP, IPS, RS	F - extra resources may be required H - hours of WCG, TF on CP, IPS, RS P - support by EB

**Action: fostering B2B cooperation with focus on clusters, innovation and SME internationalisation**

**ERB 2020 Agenda Focus Area: Strategic Actions**

<b>Results</b>	<b>Time Framework</b>	<b>Actors responsible</b> (leader in bold)	<b>Resources</b> (financial, human, political)
overview of development strategies in ERB regions; special focus placed on areas prioritised by ERB: B2B and innovation (smart specialisation, SMEs internationalisation), labour market issues (development of human resources and competence strategies), protection of natural resources (water) and cultural resources (tourism)	<u>between April and October 2014</u> – analysing regional strategies in parallel to JDP implementation assessment; identifying common areas in relation to ERB 2020 Agenda and this AP <u>on 28.10.2014</u> – presentation of conclusions & recommendations for ERB work	<b>EB</b> , YB, IPS, RS, TF on Labour, TF on CP, WCG	F – no extra resources required H - hours of YB, IPS, RS, TF on Labour, TF on CP, WCG P – agreed by EB
presentation of a study investigating the potential for B2B cooperation between SMEs in South Sweden and North Poland	<u>on 28.10.2014</u> – presentation of the study, discussion on possible role for ERB in the further process	<b>RCKC, EB</b> , YB, IPS, RS, TF on Labour, TF on CP, WCG	F – no extra resources required H - hours of YB, IPS, RS, TF on Labour, TF on CP, WCG P – agreed by EB
dissemination of results from Baltic Sea Cluster Development Centre	<u>throughout 2014 and 2015</u>	IPS, RS	F – no extra resources required H - hours of IPS, RS P – none
organising a conference on events marketing and events innovations	<u>throughout 2014</u> - preparations in <u>2015</u> – conference held in relation to 6 <sup>th</sup> Annual Forum of ERB stakeholders	<b>EB</b> , YB, IPS, RS, TF on Labour, TF on CP, WCG	F – no extra resources required H - hours of YB, IPS, RS, TF on Labour, TF on CP, WCG P – agreed by EB

**Action: developing stronger cooperation on labour market issues in ERB**

**ERB 2020 Agenda Focus Area: Strategic Actions**

<b>Results</b>	<b>Time Framework</b>	<b>Actors responsible</b> (leader in bold)	<b>Resources</b> (financial, human, political)
establishment of informal EURES cooperation network	<u>throughout 2014</u>	<b>TF on Labour</b> , YB, IPS, RS	F – no extra resources required H - hours of YB, IPS, RS P – none
participation in EURES cooperation joint initiatives	<u>on 02.04.2014</u> - International Job Fair in Gdańsk <u>on 03.04.2014</u> - European Job Day in Starogard Gdański	<b>TF on Labour</b> , YB, IPS, RS	F – extra resources may be required for travel H - hours of YB, IPS, RS P – process overseen by EB
participation in the cooperation within the Baltic Sea Labour Forum	<u>throughout 2014 and 2015</u>	<b>TF on Labour</b> , EB, YB, IPS, RS	F – extra resources may be required for travel H - hours of YB, IPS, RS P – process overseen by EB
involvement in the development of the South Baltic Professional Job Portal	<u>throughout 2014 and 2015</u>	<b>TF on Labour</b> , YB, IPS, RS	F – no extra resources required H - hours of YB, IPS, RS P – none
implementation of a pre-study developing methods of working with secondary education drop-outs	<u>February – July 2014</u>	<b>TF on Labour</b> , YB, IPS, RS	F – no extra resources required H - hours of YB, IPS, RS P – none
implementation of a full-scale project, based on the pre-study, testing methods of working with secondary education drop-outs	<u>throughout 2014 and 2015</u>	<b>TF on Labour</b> , YB, IPS, RS	F – no extra resources required H - hours of YB, IPS, RS P – none

## Budget

#	REVENUES	In EUR	In SEK
1	Result as of 01.01.2014	4 404,86 €	37 456,29 SEK
2	Asociacija „Klaipėdos regionas“	5 500,00 €	46 750,00 SEK
3	Правительство Калининградской области	5 500,00 €	46 750,00 SEK
4	Pomorski Urząd Marszałkowski	5 500,00 €	46 750,00 SEK
5	Region Blekinge	5 500,00 €	46 750,00 SEK
6	Regionförbundet i Kalmar Lan	5 500,00 €	46 750,00 SEK
7	Regionförbundet södra Småland	5 500,00 €	46 750,00 SEK
8	Regionskommun Bornholm	5 500,00 €	46 750,00 SEK
9	Stowarzyszenie Gmin RP Euroregion Bałtyk	5 500,00 €	46 750,00 SEK
10	Warmińsko-Mazurski Urząd Marszałkowski	5 500,00 €	46 750,00 SEK
11	Refund of travel expenses 2013	577,10 €	4 907,32 SEK
	<b>TOTAL REVENUES</b>	<b><u>54 481,96 €</u></b>	<b><u>463 113,61 SEK</u></b>
#	EXPENDITURE	In EUR	In SEK
1	Personnel costs	35 347,75 €	300 576,07 SEK
	overheads (incl. office rental, mobile, internet)	6 144,94 €	52 252,87 SEK
	salary	29 202,81 €	248 323,20 SEK
2	Travel / Meetings	8 232,00 €	70 000,00 SEK
3	IT	2 685,84 €	22 838,00 SEK
	ERB website, updates, domains and hosting	1 281,84 €	10 900,00 SEK
	equipment	1 176,00 €	10 000,00 SEK
	online conferencing	228,00 €	1 938,00 SEK
4	ERB Youth Board	5 500,00 €	46 750,00 SEK
5	Banking charges	250,00 €	2 125,00 SEK
6	Reserve	2 466,38 €	20 824,54 SEK
	<b>TOTAL EXPENDITURE</b>	<b><u>54 481,96 €</u></b>	<b><u>463 113,61 SEK</u></b>