|  |  |
| --- | --- |
| D:\Pictures\logo-escape.ai-03.jpg | **ESCAPE**European Science Cluster of Astronomy & Particle physics ESFRI research Infrastructures |
|  |  |

|  |
| --- |
| **Title**: First ESCAPE General Assembly (E-GA) minutes – 08.02.2019 – 02.00 pm – Annecy - France**Editor** : LAPP-CNRS**Submission Date** : 20/02/2019**Distribution** : ESCAPE Partners**Nature** : Minutes |
| Site du programme Horizon 2020Funded by the European Union’s Horizon H2020 – Grant N° 824064 |

1. Present :

31 partners: Cf Sheet of Registration

Excused: Joachim Wambsganss (UHEI), Kai Polsterer (HITS) and Luca Antigua (OROBIX).

1. Project Overview

The Coordinator, Giovanni Lamanna (GL), opens and moderates the first part of the meeting; he welcomes all attending members, who introduce themselves in the course of a roundtable.

2.1 – E-GA composition

GL reminds that the majority of the ESFRI projects encompassed within ESCAPE have their own legal entities that are ESCAPE beneficiary partners and therefore represented in E-GA. In order to guarantee the representativeness of the management boards of other ESFRI projects not yet managed by a legal entity, namely EST, kM3NeT (but also HL-LHC and ELT) GL proposes to invite permanently the Spokespersons of these projects to attend the E-GA meetings.

No objections are raised and the E-GA approves unanimously by consensus.

Mauro Taiuti – kM3NeT spokesperson is invited but not available to attend.

Manuel Collados Vera - EST spokesperson is invited but not available to attend. Nazaret Bello Gonzalez is his proxy.

Michael Fritz Sterzik (from ESO) attends on behalf of ELT management board.

Ian Bird (from CERN) representing CERN, is also representing HL-LHC during the first meeting. Invitation will be sent to HL-LHC, in the future.

2.2 – ESCAPE management team set-up

GL informs that :

- Vacancies are opened for a Technical Coordinator and Project Manager.

- Jayesh Wagh (JW) is acting project manager in this starting phase.

- A Communication Officer to work with WP6 partners and supporting all the other WPs will be recruited soon.

- The financial and administrative officers are provided by LAPP trough its own personnel.

- As per Chapter 6 of the Consortium Agreement (CA), the E-GA is called to appoint an E-GA Chairperson among its members. It is also called to formally appoint the Executive Board members, as proposed by the Coordinator, as well as the External Advisory Board members.

GL discusses with E-GA the way to appoint the E-GA Chairperson.

GL proposes to consider the candidature of Dr. Elena Cuoco, EGO representative.

GL, according to the article 6.3.1.1.3 of the ESCAPE CA (« *The General Assembly will elect from its members a chairperson who will serve for a renewable term of twenty one months*») asks if anybody else wishes to candidate to be elected as chairperson. No more candidatures are communicated.

The E-GA elects by consensus Elena Cuoco (EC) as chairperson of the E-GA.

The appointed Chairperson continues moderate the E-GA meeting.

EC asks the E-GA members to approve the current composition of the ESCAPE Executive Board (E-EB).

G. Lamanna – Coordinator, as WP1 leader

S. Campana as WP2 leader.

K. Graf as WP3 leader.

M. Allen as WP4 leader.

M. Van Haarlem as WP5 leader.

S. Serjeant as WP6 leader.

The E-GA approves and appoints formally by consensus the E-EB composition.

EC reminds that the E-MT (which role is?) attends ex-officio the E-EB meetings.

1. Grant Agreement

JW presents the beneficiaries and provides an overview of the project in terms of WP, PM, Deliverables & Milestones, Key Dates, a Financial Overview and intermediate-term reviews.

JW answers a question about the number of payments and expected periods.

Answer: 3 different payment periods besides the prefinancing payment; after each reporting period.

1. Art 38. Promoting the action

JW in respect of Art, 38 of the grant agreement reminds the obligation to use the EU emblem and other acknowledgements.

JW presents the list of Critical Risks and their mitigations.

1. Consortium Agreement

Two amendments to the CA are proposed conceding the introductions of two Universities as third parties.

Amendment 1 : University of Urbino as third party associated to EGO

E-GA approves unanimously.

Amendment 2 : Université Savoie Mont Blanc (USMB) as third party associated to CNRS-LAPP

(total PM to be funded is still to be defined internally between USMB and LAPP)

E-GA approves unanimously.

1. ESCAPE External Advisory Board (E-EAB)

The E-EAB has to be appointed by the E-GA and proposed by the project coordinator.

GL wishes to have suggestions and propositions on the composition and number of members from the E-GA members.

E-GA asks GL to better define mission and mandate and maybe optimise them after consultation of the E-GA.

EC asks the Coordinator to iterate by e-mail with the E-GA.

E-GA approves unanimously.

Action list :

1 – Iterations on the E-EAB composition

2 – E-GA will suggest potential candidates to be contacted,

3 – Planning minimum one year event: general meeting + E-GA meeting + mid-term review within 18 months.

4 - Invite ESFRI spokespersons to attend E-GA.

AoB: None.

The Chairperson EC closes the E-GA meeting at 15h30.