

**Horizon 2020 Steering Group  
Terms of Reference**  
Approved in Marrakesh 6 June 2007  
Proposal for update (2015)

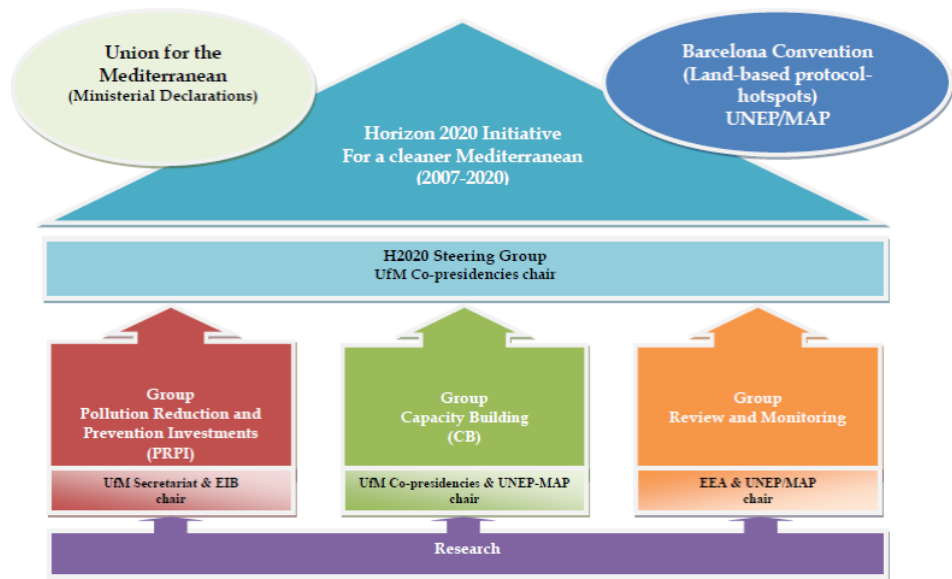


**1. Background**

The Euro-Mediterranean Environment Ministers at their meeting in Cairo in 2006 invited "the European Commission to coordinate the partnership of the Horizon 2020 initiative through the establishment of an efficient institutional steering mechanism with key representatives from the Euro-Mediterranean governments and other partners to provide overall guidance, review, monitoring and effectively coordinate with other related initiatives."

Based on the Mid-term review of the Horizon 2020 Initiative (H2020 Initiative), the Union for the Mediterranean (UfM) Environment Ministers at their meeting in Athens in May 2014 called for modifications to the structure of the Initiative. The H2020 Steering Group at its meeting in December 2015 further requested an update of the Terms of Reference of the Steering Group and sub-groups. [Figure with the final structure after consultation on research to be updated]

Therefore, this update includes a modification of the institutional structure of Horizon 2020: (1) the sub-groups are no longer designated as sub-groups but simply groups and are considered permanent; (2) the chairing of these groups is modified to better mirror the UfM institutional structure and the EU context as well as to reflect more accurately the institutional players in the region that are better placed to steer and promote the work under each H2020 component as well as the need to increase synergies with UNEP/MAP Barcelona Convention. This is also expected to help differentiating between specific projects and the work of the components/groups; (3) the Investment for Pollution Reduction sub-group has been renamed "Pollution Reduction and Prevention Investments" group to reflect the strengthening of the pollution prevention dimension called for by Ministers; (4) the Review, Monitoring and Research sub-group is split with a separate Review and Monitoring group and a Research, [to be completed with the result of the consultation].



This revision of the Terms of Reference also updates and specifies the tasks of focal points and formalises the practice of regular meetings of the chairs of the H2020 groups addressing them as the "coordinating group".





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## 2. Mission statement

To fulfil the instructions from Cairo and Athens and in support of the Union for the Mediterranean and the European Neighbourhood Policy, the Steering Group aims at guiding, reviewing, monitoring and effectively coordinating activities that contribute to sustainable development through the integration of the environmental dimension in other sectors and within different levels of governance across the Mediterranean region.

## 3. Areas of work

The Steering Group will provide a platform to discuss Union for the Mediterranean environmental policy developments related to sustainable development and offer overall guidance or advice to relevant Union for the Mediterranean and other fora.

The Steering Group will primarily focus on the Horizon 2020 components:

### 3)a) Pollution Reduction

Support the identification, prioritisation and implementation of the most significant pollution reduction projects tackling major pollution sources, focussing mainly on:

- Industrial emissions
- Municipal waste
- Urban waste water

Identify barriers for investments and best practices to draw lessons, find solutions and share experiences, including knowledge dissemination, and, when needed, bring these to the attention of the UfM Senior Officials Meeting (UfM SOM) and other relevant fora.

Promote the adoption of the ecosystem approach to pollution reduction projects, including transboundary projects that address:

- integrated river basin management;
- conservation and restoration of the natural ecosystem's pollution abatement functions;
- Integrated Coastal Zone Management.

### 3)b) Capacity building

Identify key capacity gaps and needs and promote multi-stakeholders capacity building actions at regional, sub-regional, national and local levels, as appropriate, and in dialogue with the other H2020 components and groups, including policy development and environmental integration, institutional development and legislative upgrading and knowledge co-creation, sharing and use, to promote environmental protection of the Mediterranean region.

Support measures to enhance education and awareness for sustainable development among all target groups and to enable stakeholder participation in environmental decision-making.

Promote understanding of environmental economics and the use of economic tools.





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Promote transfer of best practices in the Mediterranean region.

### 3)c) Research

Support the identification and prioritisation of the Mediterranean region research needs and promote relevant cooperation activities within existing mechanisms.

Promote synergies between research and technology development and policy, and a close science/policy interface.

Organise information and promotion activities, aiming at a greater participation of Mediterranean institutions, universities, government structures, regional organisations, etc. in EU research programmes.

Develop mechanisms to improve the science – policy/practice interface.

### 3)d) Review and Monitoring

Monitor progress of the implementation of the Horizon 2020 initiative, particularly through appropriate information sharing systems easily accessible to all Mediterranean partners, in cooperation with partner organisations.

## 4. Steering Group Tasks

The Steering Group shall:

- Develop and approve the H2020 Initiative multiannual work programme and promote and monitor its implementation;
- Develop and approve an annual work plan;
- Provide recommendations and reports, including regular reports on the implementation of the multiannual work programme, to the UfM SOM, UfM working groups (e.g., the UfM Working Group on Environment and Climate Change or the Working Group on Water) and other appropriate fora;
- Promote environmental integration in relevant regional fora, in particular the Union for the Mediterranean, and in programmes in various sectors;
- Ensure the continuous cross-fertilisation and coordination among the H2020 components and groups;
- Ensure cooperation, synergies and avoid overlap with other initiatives and key players;
- Communicate, using all available means and instruments, information related to the various actions and initiatives.

## 5. Membership of the Steering Group and working methods

### 5)a) Membership of the Steering Group





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Membership of the Steering Group shall include the Union for the Mediterranean countries, the Secretariat of the Union for the Mediterranean, the co-chairs of the different H2020 groups, the European Commission, international organisations and financial institutions, the League of Arab States, as well as representatives from NGOs and regional NGOs networks, private sector networks/associations, regional networks or associations of local authorities.

Each UfM country may designate a representative who will act as National Focal Point. The national focal points shall:

- Promote and monitor the implementation of the H2020 work programme at national level;
- Represent the country's position within the Steering Group;
- Provide appropriate input to the H2020 Steering Group discussions and decisions;
- Ensure national level coordination on H2020 related and relevant issues;
- Communicate relevant information to national representatives in the H2020 groups;

The co-presidency of the Union for the Mediterranean (the EU, represented in this case by the European Commission, and a representative of the rotating southern co-presidency) will share the co-chairmanship of the Steering Group. The European Commission will provide the secretariat of the Steering Group.

#### **5)b) Working methods**

The workings of the Steering Group shall be open and transparent, with special effort paid to communicating progress and producing concrete results.

The Steering Group shall operate on the basis of consensus.

Plenary meetings will be held annually or as needed. Whenever possible, meetings should be coordinated to be held back-to back with other regional events, in particular back to back with UNEP/MAP-MEDPOL Focal Points meeting.

Steering Group members shall ensure that UfM, European Neighbourhood Policy or other relevant national and regional activities are mutually reinforcing within their own individual areas of competence.

The Secretariat shall prepare, organise and follow-up the Steering Group meetings in consultation with the co-chairs. A draft agenda will be circulated in advance of the meeting to enable feedback from members. Meeting documents will be shared amongst the partners.

These Terms of Reference can be amended with common consensus among Steering Group members.

To minimise meetings the Steering Group shall make use of electronic communication whenever possible.

#### **5)c) Specific groups**





Subject to available resources the Steering Group may create specific groups based on clearly identified needs on a specific issue. The specific groups shall report regularly to the Steering Group.

#### 5)d) The coordinating group

The Steering Group will be assisted by a coordinating group composed of the co-chairs of the various H2020 groups. The coordinating group shall meet at least annually to discuss the progress on the implementation of the work programme under each component and identify areas where the support from other components would be needed. It shall also monitor any specific project in support of the implementation of the components' work programme.

The coordinating group shall report to the annual meeting of the H2020 Steering Group on the progress made under each component and make recommendations to increase synergies and cross-fertilisation. Based on these, the Steering Group should ensure joint programming and operational synergies and make the necessary adjustments or propose the solutions to challenges.



## REVISED STRUCTURE OF THE H2020 GROUPS



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The initial sub-groups created at the first meeting of the H2020 Steering group were re-organized into three groups with the following tasks and composition.

### 1. *Group for Pollution Reduction and Prevention Investments (PRPI)*

#### Main tasks:

- Develop and adopt the PRPI group annual work programme;
- Monitor the implementation of the work programme of the PRPI component (including any relevant support project), and carry out relevant PRPI work programme actions;
- Enable coordination of donor activities in the Mediterranean towards the implementation of relevant Horizon 2020 work programme actions;
- Ensure close cooperation with related UNEP/Mediterranean Action Programme (UNEP/MAP), the European Union Water Initiative (Med-EUWI) and UfM activities as well as with other relevant initiatives;
- Identify national and regional challenges for investments and ways and means to address them as well as best practices;
- Identify relevant research needs;
- Report to the Steering Group annual meeting.

**Possible participants:** the UfM Secretariat, the UfM co-presidency (i.e., the EU represented by the European Commission and a representative of the rotating southern co-presidency), EIB, World Bank, UNEP/MAP, the European Environment Agency, Med-EUWI, bilateral donors, Arab funds, representatives of UfM countries, League of Arab States, business sector, NGOs, etc.

**Chair:** the Union for the Mediterranean Secretariat and EIB.

### 2. *Group for Capacity building(CB)*

#### Main tasks:

- Develop and adopt the CB group annual work programme;
- Monitor the implementation of the work programme of the Capacity Building component and carry out relevant CB work programme actions;
- Support and monitor regional capacity building actions in support of Horizon 2020, including any specific support project;
- Promote the identification, dissemination and transfer of best practices and technologies relevant for Horizon 2020;
- Report to the Steering Group annual meeting.

**Possible participants:** the UfM Secretariat, the European Commission, UNEP/MAP, the European Environment Agency, EIB, Centre for Mediterranean Integration, representatives of UfM countries, League of Arab States, representatives of NGOs, business and local/regional authorities, etc.





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Each country may designate a representative who will act as Focal Point for CB. The CB focal points shall:

- Promote and monitor the implementation of the work programme of the CB component at national level, including propose candidates for training activities and ensure follow-up;
- Provide appropriate input to the CB Group discussions, including reporting national challenges, needs or best practices, and make proposals for activities, where relevant;
- Contribute to the development and adoption of the CB Group annual work programme;
- Liaise with and communicate relevant information to the H2020 National Focal Point, and, where relevant, the national focal points for the other components.

**Chair:** UfM Co-presidency (the EU represented by the European Commission and a representative of the rotating southern co-presidency) and UNEP/MAP.

### 3. *Group for Review and Monitoring (RM)*

#### **Main tasks:**

- Develop and adopt the RM group annual work programme;
- Monitor the implementation of the work programme of the Review and Monitoring component (including any support project) and carry out relevant RM work programme actions;
- Develop, as required, a coherent indicator-based reporting process for Horizon 2020;
- Coordinate with the activities of the European Environment Agency (EEA), Eurostat, UNEP/MAP and other relevant institutions or bodies toward improving knowledge regarding the Mediterranean environment and convergence in the preparation of State of the Mediterranean Environment report;
- Aligning the RM activities to the outcome of the research component and identified needs;
- Help converge funding opportunities to support RM work and knowledge creation;
- Report to the Steering Group annual meeting.

**Possible participants:** the European Environment Agency (EEA), UNEP/MAP, the European Commission, the UfM Secretariat, representatives of UfM countries, League of Arab States, representatives of NGOs, academia, etc.

Each country may designate a representative who will act as Focal Point for RM. The RM focal points shall:

- Promote and monitor the implementation of the work programme of the RM component at national level;
- Provide appropriate input to the RM Group discussions, including reporting national challenges, needs or best practices, and make proposals for activities, where relevant;
- Contribute to the development and adoption of the RM Group annual work programme;
- Liaise with and communicate relevant information to the H2020 National Focal Point, and, where relevant, the national focal points for the other components.

**Chair:** EEA and UNEP/MAP.

NB "Possible participants" is used in an indicative sense.





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