Internal report

SCREEN Policy Lab: reference document

Main Author(s)	VELTHA, on behalf of LAZIO Region
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Project Coordinator: Dr. Carmela Di Giorgio, Regione Lazio, Roma (Italy).

e-mail: cdigiorgio@regione.lazio.it - website: www.screen-lab.eu

Document revision history:

Version History			
Version	Date	Editor	Summary of Modifications
V0.1	30/03/2017	VELTHA (C. Polidori)	Internal version based on the Description of Action and preliminary discussions
V0.2	10/04/2017	VELTHA	Internal revision,
V0.3	18/04/2017	VELTHA	Final version

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1. Introduction

SCREEN is an H2020 coordinating and supporting action participated by 17 European regions, aiming at the definition of a replicable systemic approach towards a transition to Circular Economy in EU regions within the context of the Smart Specialization Strategy. The project also deals with the identification and implementation of operational synergies between investments in research and innovation under Horizon 2020, the Structural Funds and the European Investment Funds.

SCREEN has a specific task for the establishment and operation of a "Laboratory operations on Policies" (Policy Lab): its aim is two-fold:

1) ensure that the analyses and proposals developed within the SCREEN project are discussed with EU and regional policy-makers as well as key stakeholders thereby ensuring their feasibility, relevance and effectiveness; and

2) ensure regular exchange of information among participants so that state of the art knowledge and existing initiatives are taken into account during the implementation of the project.

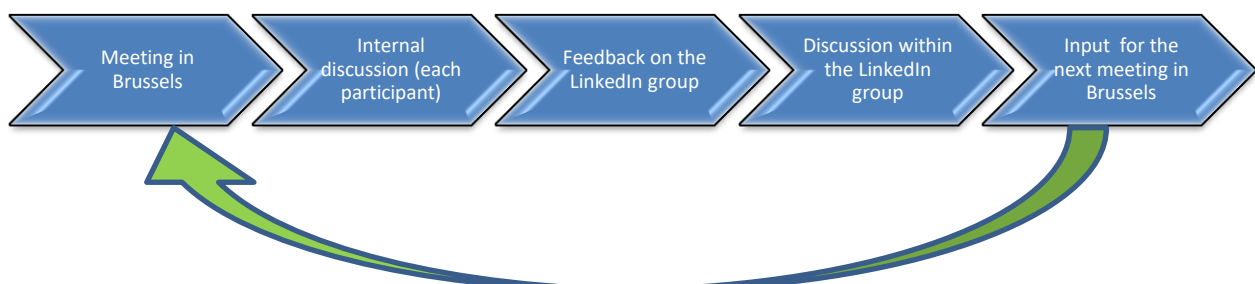The Policy Lab will be coordinated by Lazio region (coordinator of the SCREEN project) and will consist of:

- one representative of each project partner (see list in Annex 1)

- members of the SCREEN Advisory Board: ACR+, EURADA and ERRIN

- representative(s) of DG REGIO, DG RTD, DG ENV, DG GROW and European Institute of Innovation and Technology

- EASME, with the role of observer

2. Working methodology

The SCREEN Policy Lab is intended as a collaborative tool to connect issues raised by the project activities, explore scenarios and co-design solutions for better policies, by providing a space for open interactions between the participating regions and the concerned EC services.

Policy Lab will have periodic physical meetings and a continuous discussion space in a specific LinkedIn Group that will be established the same day of its first meeting.

Each meeting will last for one day in Brussels (typically from 9,00 to 15,00), with the outcomes of one feeding the next, through the online discussions, as shown in the following figure.

Participants will be briefed in advance through a specific "*Briefing Document*" that will be sent at least one week before the date of the meeting "

There will be a general common introductory session; depending on both the number of items to be discussed and the number of effective participants at the meeting, there could be separate tables with no more than 10 persons per table.

A final common session will resume the conclusions of the day; minutes will be circulated within one week and posted on the LinkedIn Group.

2.1 Members of the Policy Lab

There will be one representative for each SCREEN project partner, that will receive specific communications and access to the dedicated LinkedIn Group: his role is mainly as "reference person" in charge to forward the communication received to the concerned persons/offices, collect the feedbacks and report them to the Policy Lab.

Each representative is allowed to come to the Policy Lab meetings together with the person(s) he reputes more adequate to discuss the specific items, if needed.

The same approach is applicable to the Commission Services and Advisory Board Members.

The eventual insertion of further members will be discussed during the meetings

2.2 The LinkedIn group

A dedicated LinkedIn Group will be activated the same day of the first meeting: it is restricted to the sole members of the Policy Lab that will be allowed to post comments and proposals, while the discussions will be periodically published on the project web site and therefore available to the public.

The role of the members is crucial, being them by charged to "disseminate" the Policy lab findings within their institutions, stimulate and facilitate internal discussion, collect feedbacks and post them in the group. The on line discussion will lead to the agenda of the next meeting in Brussels.

2.3 Meetings in Brussels

6 meetings in Brussels are preliminarily scheduled: May 2017, November 2017, January 2018, April 2018, June 2018, September 2018: such dates are indicative and will be finalized during one meeting for the next one, according to the schedule of the other ECOROADS events.

Annex 1 List of SCREEN partners involved in the Policy Lab

- Regione Lazio (Italy)

- Regione Lombardia (Italy)

- Comunidad Foral De Navarra – Gobierno de Navarra (Spain)

- Comissao de Coordenacao e Desenvolvimento Regional do Centro (Portugal)

- Wojewodztwo Lodzkie - Lodzkie Region (Poland)

- Kriti (Periferia), (Greece)

- Agence Regionale de Developpement d'investissement et d'innovation –NEXA (France)

- Knowledge Transfer Network Limited -The KTN (United Kingdom)

- Limburg Province (The Netherlands)

- Provincie Fryslan (The Netherlands)

- Pirkanmaan Liitto – Tampere (Finland)

- Extremadura (Spain)

- Ile de France (through its agency ORDIF) ,

- Flanders (Belgium),

- Nord Est Romania,

- Azores (Portugal),

- Primorje-Gorski (Croatia)

- Tuscia University together with its linked third party VELTHA