ART-Forum:

Automated Road Transport Forum for the North Sea Region

Minutes of the Project Meeting in Groningen, The Netherlands
September 24-26th, 2019

Participants

Kia Hansen, Aalborg Kommune	*Mara Vestergaard, Aalborg Kommune*
Apoorva Jayanti, Aalborg University	*Ditte Lanng, Aalborg University*
Jeffrey Matthijs, Autodelen.net	*Johannes Rodenbach, Autodelen.net*
Jörg Fröhlich, Bremerhaven Bus	*Heidi Hansen, Bergen Kommune*
Lars Kvalbein, Bergen Kommune	*Michael Glotz-Richter, City of Bremen*
Torben Quickert, City of Bremen	*Rebecca Karbaumer, City of Bremen*
Julia Schuppan, DLR (Berlin)	*Kay Gade, DLR (Berlin)*
Florian Brinkmann, DLR (Braunschweig)	*Kathrin Viergutz (Braunschweig)*
Gesa Balssen, Mobile Zeiten	*Paula Neumann-Hillebrand, Mobile Zeiten*
Christoph Marquardt, Mobile Zeiten	*Daniël Koelikamp, Province of Groningen*
Tineke van den Anker, Province of Groningen	*Ciprian Zavoianu, Robert Gordon University*
John McCall, Robert Gordon University	*David Gray, Robert Gordon University*
Ann Vendeurzen, Stad Mechelen	*Anne Recour, Stad Mechelen*
Esen Köse, Taxistop	*David van Kesteren, Taxistop*

Action Points:

Action Point	When	Who
Deadline to submit Offline Template	October 04, 2019	All partners
Deadline to submit first Activity & Finance Report	October 18, 2019	All partners

<u>Day 1:</u>

A. Introductions

After the host Daniël gave a little overview about the agenda and the facility. Rebecca officially handed over the tasks to the new Lead Coordinator Torben Quickert. With 28 participants the partner meeting was very good attended. Thus only 12 partner were also at the Kick-Off meeting in Bremen. Therefore Brief introductions were also made all around.

B. ART-Forum Formalities

Torben quote important minutes from the Kick-Off-Meeting, that still need to be clarified:

- ***Next Partner Meeting, Orkney Islands***: David from RGU gave a little outlook about what the partner will be expected on the Orkney Islands in spring 2020 in Scotland.

After consultation, the group agreed that the event will take place in calendar week 17 or 19. The exact date will be arranged by doodle.

- ***File sharing***: Discussions about adopting a file sharing service to be used among project partners (SharePoint). Dropbox is possible for some partners, but not all due to security concerns. File Sharing is not really necessary. Maybe OneDrive should be possible for everyone.
- ***Website***: The partners agreed on the assignment of an agency for the building of an external website (like Share-North). The INTERREG-Website will be fill out as soon as possible and will run parallel to the external website.
- ***Corporate Design/Identity***: Furthermore the professional design of an ART-Forum logo and poster are very useful and will be create in context of the website of an external agency.
- ***Social Media***: Torben will create a twitter account and a LinkedIn group.

Another INTERREG project dealing with autonomous transport has started to work: "Stimulating the Up-take of shared and electric autonomous Vehicles by local authorities (SUV)". RGU (which is involved in both) confirms that the two projects should also work closely together and are not competitors.

C. Reporting and Methodology

1. Activity Report

A short introduction and repetition of the the intervention logic of the INTERREG NSR Programm was made. There is still a vacancy for the Work Package 3 Leader. After private consultation with all involved partners, this position will be discussed after the reporting. The lead coordinator will take this part transitionally, especially for the reporting.

Key points:

- For writing of explanations, descriptions or deliverables in the reporting, the overall INTERREG aims are important: Join activities, european added value, transnational approach and transferability
- The first report is a basic progress report: short summary of project's achievements over the last six months with facts and figures on progress. Statement of expenditure is optional
- Lead Beneficiary principle: Every beneficiary needs to produce their own report to feed the formal project report. Lead Beneficiary compiles all the information contained in the beneficiaries' reports into a project level report.
- The deadline to submit activity and finance report to lead beneficiary have been extended:
    - October 18, 2019
- Additionally it is necessary to fill out an offline template, so that the lead and the Workpackage-Leader have the information for their reports
    - October 4, 2019
- All reports will be processed and paid within 90 days. Issues requiring follow-up letter will stop the 90 day period if information is missing

2. **Finance Reporting**

Rebecca gave a deep overview over the challenges regarding to the finance report.

Key points:

- Finance report at least once a year. Those wanting to claim with every other report can report 0 €.
- Staff costs: Most important part. Staff members can be devided into four categories (Take a look at the fact sheets or the enclosed documents) → Review your staff cost reporting procedures and use the sheet
- Budget line annexes:
  - No decimals in budget line annexes
  - Downrounding
  - Exchange rate applied must be from the month when report is first submitted to FLC
- Changes:
  - Minor change: Must be communicated to lead beneficiary
  - Major chane: can only be carried out twice during the project and must be appoved by the Steering Committee (e.g. budget shifts from Leeds University)
- Deduction of Coordination Costs: The partners agreed on following allocation, for paying the Project Coordination

Deductions from:		
Payment for 2nd Report (for 2019)	Payment with 4th Report (for 2020)	Payment with Final Report (for 2021)
30%	40%	30%

D. Activity Report Partners

- **Mobile Zeiten:** Mobile Zeiten did a transnational exchange under realistic traffic conditions with TU Delft and Provincie Gelderland at the pilot Weeze Airport. The conclusion is, that is still a lot of work to achieve level 5 and that the future requires not to regard and handle ART as an exception. In cooperation with the Provincie of Groningen a pilot is working at the Hospital in Scheemda (NL), which shows ART can provide the missing link in the public transport chain. Additionally a dissemination event “Driverless Mobility Experience” was held at this site with transnational attendance. In the near future a guideline to integrate driverless vehicles in public transport of rural areas (like the pilot in Sömmerda, Thuringia) will be done.
- **Stad Mechelen:** The City of Mechelen has a high focus on sustainable mobility (e.g. the whole inner city is bike zone). Regarding to autonomous driving a carried-out feasibility study (in cooperation with BUUR and De Lijn) was approved by the council. The possible implementation of a performance oriented autonomous vehicle in the centre offers a huge challenge to the city in order to let autonomous vehicles mix with a significant amount of pedestrians and cyclists.

End of Day 1

Day 2:

A. ART Forum Partner Activity Updates (continuing)

- **Aalborg Kommune:** The Aalborg Kommune is launching pilot in the near future in cooperation with Smart Bus. This project take a long time of permission. There are tree missing links: middle of the pathway, obstacles and hives. The distance of the public pathway is 2,1 km long and busses and cyclists share the road (pedestrians are separated). Using is free of charge and will operate on SAE-Level 3 and 4. Aalborg evaluate this pilote and will organise public seminars with the topic “how to plan a test driverless vehicles”
- **Aalborg University:** The Aalborg University follows the interaction between city, people and technology (e.g. Involvement of schoolchildren with graphic elicitation). The theoretical approach of the research concludes the “seamless web of sociotechnology” and the mobilites designs understanding “more than A to B”. The ART-Forum research implied advance case study knowledge with cross case experience, dissemination of case study knowledge and automated futures of scenario building. In cooperation with the Aalborg Kommune the University evaluate the pilot on the pathway.
- **Robert Gordon University:** RGU **t**akes over activities of University of Leeds in coordination with DLR-ITS (Braunschweig) and DLR-ITR (Berlin). Apply a smart data approach for optimizing the transport system in West Yorkshire when considering AVs. The RGU-CSDM team has developed and applied solutions for modelling and optimizing transport flows on land and sea, that includes AI-supported truck and vessel fleet planning. The aim is efficiency and cost reduction and contributes new business processes.
- **Autodelen.net**: Autodelen.net is very busy and experienced in the organisation of dissemination events and festivals (e.g. Shared Mobility Rocks) and meetings of expert task force for policy recommendations for shared ART in Flanders and building of policy recommendations for ART in rural areas. The research concentrates on non-user and the acceptance of ART among users of car-sharing. For the near future Autodelen.net will initiate Living Labs to simulate ART with households.
- **Taxistop:** Taxistop wants to test the evolution of autonomous technology with a young generation. Taxistop will organise 10 events for this purpose in collaboration with educational institutions and will invite high-level speakers for thematic evenings. It is the intention of these events to stimulate innovation and entrepreneurship for mobility by encouraging students to tickle. In this context Taxistop builded transnational relationships (Norway, Singapur…) and will initiate a podcast. The research relates to user acceptance especially by young people and in combination with a pilot project.
- **Bergen Kommune:** Bergen Kommune defined a zero mission zone, a car free neighbourhood a strict parking regime. ART can be a solution in the narrow and topographically challenging streets for the last mile delivery. The future of mobility

needs to be walkable an cycleable electric (zero emission), shared (including the public transport of the future). Automation is nice if it makes sharing easier, reduces traffic accidents, supports walking and cycling - available and accessible for all.

- **Bremen:** Bremen has since two month a new lead coordinator. Torben is now responsible for ART-Forum. The activities were based on participation and presentations at conferences and events. Besides transnational cooperations and attendance to further application in the field of ART. Bremen is member of Levitate Stakeholder Reference Group and Subpartner in H2020 project SHOW (Shared automation Operating models for worldwide adoption". In cooperation with AGORA Verkehrswende an international expert workshop on impacts of autonomous transport is in discussion for May in 2020.
- **DLR- TS (Braunschweig):** The DLR Institute of Transportation Systems has taken over tasks from the University Leeds. The research is focused on the impacts of AV emergence on traffic flow and capacity and environmental aspects. The DLR-TS showed how they use the open source simulation tool SUMO for traffic management, pollutants or intersection with fully automated and connected vehicles. Braunschweig was introduced as a representative examination area for a fictious city.
- **DLR- TR (Berlin):** The DLR Institute Transport Research has taken over tasks from the University Leeds. Regarding to WP4 they initiated a microscopic transport model for on demand bus services with case study small area in Berlin. Furthermore the DLR-TR prepared a polit site model. In the near future they will finalize the workshop concept. The project RAMONA (Implementation of automated mobility concepts in public transport) is very interesting for the work in ART-Forum.

B. Thematic Workshop: *"Purpose, methodology and planned realization for stakeholder workshops and pilot site simulation"*

After the introduction in form of the activity report, the DLR (German Aerospace Center) as Workpackage Leader 4 wants a) to present the methodology of the workshops and collect feedback from the partners, b) to discuss possible participants and cities and c) to discuss initial ideas on the model world.
In line with the deliverables in WP 4. "quantitative scenario modelling of ART applications", the DLR are looking for pilot sites to hold the workshops. For the Scenario Workshops the DLR present the methodology of an "Adapted Barcamp" to the other ART-Forum partner. In small groups the partners should work in small groups and discuss the usability of barcamps according to WP 4. Unfortunately because of time trouble the internal workshop could not be executed to the end.

C. Excursion

In the Afternoon the partners first visited the *Hive.Mobility* in Groningen, where a large number of organisations (governments, knowledge institutes and the business community) work together in the search for and development of smart and green solutions in the field of mobility for passenger and freight transport. Daniël and Janet Valdstra from the Rijksuniversiteit Groningen showed the partners, how they connect knowledge, expertise and

initiatives the different participating parties, strengthen the position of the Northern Netherlands.
At the *5Groningen Lab* Peter Rake told the partners the possibility and experience of using 5G. 5Groningen tests 5G applications from various sectors, including commercial companies, knowledge institutes and social organizations. For example they organised a *5G Student Battle* and engaged several pilots in the rural area.

End of Day 2

Day 3:

@North Festival, Assen

The partners visited the @North Festival in Assen. This was the first festival ever in the Netherlands specifically geared towards autonomous transportation. It concerns transport on the road, by rail, on the water, and by air. The ART-Forum partner Province of Groningen were beside Fryslan and Drenthe the organisers of this event. The Northern Netherlands area is the largest living lab in Europe when it comes to the development of autonomous transportation. Mobile Zeiten and represented the ART-Forum project as exhibitor. For all partners was it a great possibility to discuss and inform about various challenges and case studies round about autonomous driving.

Attachments:
- Project Management Slides
- Partner Activity Presentations
- Slides from the Excursion
- Workpackage and Reporting Responsibility in ART-Forum

Minutes by Torben Quickert
October 8th, 2019