



FSD WPW7X PROJECT BOARD MEETING 1

07 JUNE 2021

MINUTES

Date:	07 JUNE 2021
Time:	9:00 – 13:00 CEST
Venue:	By videoconference (Zoom): Meeting ID: 896 9554 1652 Passcode: 795434
Files (IDM & INDICO):	WPW7-X Programme Execution Plan (PEP): https://idm.euro-fusion.org/?uid=2P78J7 Horizon Europe EUROfusion Consortium Agreement (GA approved draft): https://idm.euro-fusion.org/?uid=2PQEZE Annual Work Plan 2021 (GA approved draft): https://idm.euro-fusion.org/?uid=2PHKJK Project Board's directory: https://idm.euro-fusion.org/?uid=2NLKG9 INDICO: https://indico.euro-fusion.org/event/1108/
Version	1.0

Invited Participants (Present in this PB Meeting)

Chair	<u>Tony Donné</u> (Project Manager, PM)
Belgium-ERM-KMS	<u>Yevgen Kazakov</u>
CIEMAT	<u>Enrique Ascasíbar</u>
FZJ	<u>Olaf Neubauer</u>
IPP	<u>Thomas Klinger</u>
ÖAW	<u>Winfried Kernbichler</u>
KIPT	<u>Igor Garkusha</u>
NCSR	Kyriakos Hizanidis (<i>absent</i>)
WPW7-X Management	<u>Andreas Dinklage</u> (WPW7-X Task Force Leader) <u>Arturo Alonso</u> (WPW7-X Deputy Task Force Leader) <u>Ivan Calvo</u> (WPW7-X Deputy Task Force Leader) <u>Susanne Moseev</u> (WPW7-X Project Support Officer) <u>Caroline Petersen</u> (new WPW7-X Project Support Officer)
Programme Management Unit	<u>Volker Naulin</u> (Head of FSD, HoD) <u>Sara Moradi</u> (WPW7-X Coordinator) <u>Emilia Genangeli</u> (Head of Admin Dep.) <u>Fabio Vinagre</u> (Head of PMO) <u>Denise Kalupin</u> (WPAC & ENR coordinator) <u>Joao Figueiredo</u> (WPPriO and WPSA coordinator) <u>David Douai</u> (WPPWIE coordinator)
European Commission	...



Minutes

	Item
1	Introduction T. Donné introduced the agenda. There were no objections to the agenda.
2	Round the table introduction of Members of the Board & Project Board's duties and responsibilities (ToR) The members of the Project Board, the W7-X Tasks Force Leaders, their PSO support and the PMU members introduced themselves. V. Naulin explained the ideas behind a smaller Project Board and stated that he hopes that due to the reduced size deeper discussions will be possible.
3	a) WP organization & Programme Execution Plan (PEP) A. Dinklage thanked the Deputy Task Force Leaders, A. Alonso and I. Calvo, for their collaboration and commitment. AD reported the scientific achievements, objectives, the status of W7-X and upgrades (e.g. the ECRH & NBI upgrade, actively water-cooled PFCs, theory and predictive modelling). The schedule for W-7X is on track and scientific operation is planned for late fall 2022. Preparatory work is required earlier. WPW7X will implement the EUROfusion contributions in the one-team/one-programme approach already introduced in FP8. The structure of Task Forces for the preparation of OP2 and the timelines relevant for planning the WPW7X tasks in 2021 were introduced. The project and the management structure of as well as opportunities for synergies with other FSD and FTD work packages were discussed. The risks of the workplan were outlined and explained focusing on immediate time and budgetary risks. The board took note from the time risks and emerging difficulties for the implementation of tasks that informally run from 1.1.2021 onwards. AD reported that the submission of the grant proposal workplan is even further delayed due to internal processes in the EU commission. The PMU expects information about the budget no earlier than September. Subsequent actions leading to actual payments might be shifted to November. AD pointed out that the delayed decision-making will lead to time risks and budget risks for the planning for 2022. The project execution plan was developed assuming a total budget for human resources (incl. missions and unit costs) of 10M€ consortium contribution for 2021-25. 1.8M€-CC come with a risk that eventually realizes in case the EURATOM grant is smaller than expected. AD explained in detail to the Board members the financial risk in the FP9 planning. The allocation of human resources for MPG is disproportionally high in 2021 and the result of high-level decisions agreeing the conversion of hardware money (for MPG enhancements) to Human resources. Otherwise, the Human Resources for 2021 is the proportional fraction from the FP9 human resources budget assuming a tally of 10M€-CC/FP9. The Board took note the budget risks and the preliminary character of the figures for 2022-25 (in IMS). The discussion on the budget was postponed after the presentation of Emilia Genangeli. Discussion:



- Y. Kazakov commented on the structure of Task Forces (presentation A. Dinklage page 11). He pointed out that the Belgium laboratory should be part of the core scenario development (TF I) as well. AD explained that the Task Force structure is a matter of the W7-X Team. AD will inform the program leader of W7-X (O. Grulke) about Kazakov’s enquiry.
- Y. Kazakov suggested to have dedicated working group for ICRH on W7-X. AD explains that the existing Topical Groups cover heating, wall conditioning and fast ion physics. AD will inform the Topical Group Coordinators about Kazakov’s suggestion of having a dedicated ICRH working group.

T. Klinger (representing the host) commented that the detailed topics covered by the Task Forces and Topical Groups are evolving.

- E. Ascasibar asked if management changes in the PMU are seen as improvements for the work package. AD reported that the implementation of the PMO appears to build up more unified data management assets. Otherwise, AD could not report about improvements but emphasizes that the COVID situation, the unclear Grant decision and the change from FP8 to FP9 provide a unique coincidence of difficulties.
- The PM and HoD suggested removing the list of e-mail addresses and phone numbers from the PEP due to data protection issues.

AD reported that the project register was to keep all relevant information in one document following the statement of the PMO that the PEP is owned by the WP Leader. It is assumed that the PEP is not a public document but only accessible to EUROfusion members.

Action A. Dinklage: clarify data protection (e-mail addresses and phone numbers) with the PMO

- AD reminded the Project Board members to gather information about their input to International Collaborations in 2021.

AD reported about the exceptional progress of the Ukrainian Contributions but also addressed their infrastructure problems and asked the Project Board Members to think about ways in which the Ukrainian partners could receive support.

T. Donn  suggested I. Garkusha to make a statement about the point raised by AD in the next GA.

b) Financial Overview

The present expectation for FP9 is a total EC contribution of 749 M  including 200 M  UK contribution.

E. Genangeli presented the share of WPW7X in the FSD budget. For WPW7X Human resources about 6 M  total resources (3 M  CC) were added to the budget. 1.2 M  are allocated in 2021. EG agreed with AD that there has been an increase from the FP8 to the FP9 budget but that large parts of WPW7X resources in FP9 will be needed for operation. Human Resources were initially reduced to fit the total budget as anticipated at the end of 2020. Several amendments to the Human Resources budget were made and a total of 10 M -CC (including missions and unit costs) for 2021-25 is assigned to WPW7X. EG made clear that 1.8 M  are not yet allocated and are subject to the approval of the Grant Proposal.

AD clarified that the expected machine time in FP9 is much larger than in FP8 (when W7-X was partly still under construction). Consequently, the operation costs for W7-X increase with increasing number and length of campaigns but are still proportionally less compared the figures of the 2018 campaign.

EG also addressed the request to convert missions to manpower in 2021 and suggested to wait until the grant amount is known in September. In case the full amount is granted, she recommends shifting mission budget to the following years to cover higher mission costs during experimental campaigns. A conversion of unit costs to missions was recommended to be decided after the approval of the grant proposal.



T. Donné explained that all secondments should be decided within a dedicated call and the Work Packages did not had cases for unit costs (secondments). The PM proposed to come up with a generic solution to implement secondments applicable to all work packages.

EG stressed that for a new Secondment the proposition for this position should be accompanied by a strong justification that presence in the laboratory is required and that this cannot be done in a different period that can be discontinued.

Action T. Donné: develop generic solution for secondments in the WPs

AD highlighted the need for a Secondment from LPP-ERM-KMS at IPP for the installation and commissioning of the ICRH system and suggested he would be ready to prepare a call.

c) Project Change Requests (PCRs)

Change requests:

Changes in Deliverable Descriptions (KIT & CIEMAT) were accepted by the PB.

Action A. Dinklage: call for a meeting w. ADMIN (P. Haucke) to discuss the budget neutral shift of resources between IPPLM and IPP (affecting 2021 and 2022) and subsequently carry out the changes in IMS together with the WPW7X PSO.

All Project Change requests were accepted by the PB.

Action PSO WPW7X: implement the changes in a new version of the PEP (version 1.3) and upload it to IDM.

d) Approval of PEP

PB Decision:

TD declared the WPW7X 2021 v. 1.2 approved by the PB

The PB unanimously approved the PEP 2021 including the change requests.

4 AOB & Closing

T. Donné asked for feedback on the organization of the PB.

AD stated that he received feedback from small/medium Beneficiaries that expressed their discomfort about the new Project Board structure, especially not being represented in person. They feel they were not properly informed about the new structure, the content of the Board Meeting and they do not see how their interests are represented. This is especially the case for Beneficiaries with a strong commitment in the Work Package.

T. Donné explains the decision for a 'Bureau-like Board' aims at a homogeneous setting for all Work Packages. He stated that a discussion about the set-up of the Project Boards is possible after the first sequence of meetings. He also added that all Beneficiaries were informed of the new PB structure via the GA.

T. Donné suggested organizing the next Project Board Meeting in fall 2021.

The PB agreed that the next PB meeting will take place on 15th of November 2021. **Action S. Moradi:** organize the next WPW7X Project Board Meeting for 15.11.2021.

The meeting was adjourned.



Annex 1- Actions form this PB Meeting

No.	Resp. person	Description (brief)	Status Comments
PB01-01	A. Dinklage	bring Y. Kazakov's suggestion of having a dedicated ICRH working group to Topical Group Coordination Meeting	
PB01-02	T. Donné	develop generic solution for handling missions >3months	
PB01-03	A. Dinklage PSO WPW7X	call for a meeting w. ADMIN (P. Haucke) to discuss the budget neutral shift of resources between IPPLM and IPP (affecting 2021 and 2022) and subsequently carry out the changes in IMS together with the WPW7X PSO	
PB01-04	A. Dinklage PSO WPW7X	implement the changes in a new version of the PEP (version 1.3) and upload it to IDM	
PB01-05	S. Moradi	organize the next WPW7X Project Board Meeting for 15.11.2021	



Annex 2 – Agenda

9.00 — 9.10 (10')	Introduction Tony Donné, EUROfusion Project Manager
9.10 — 9.30 (20')	Round the table introduction of Members of the Board & Project Board's duties and responsibilities (ToR) Volker Naulin, Head of FSD
9.30 — 11.30 (2 hours) a) 20' + 30' disc. b) 15' + 15' disc. c) 15' + 15' disc. d) 10'	a) WP organization & Programme Execution Plan (PEP) Andreas Dinklage, WPW7-X Task Force Leader b) Financial Overview Emilia Genangeli, Head of Admin department c) Project Change Requests (PCRs) Andreas Dinklage, WPW7-X Task Force Leader d) Approval of PEP Tony Donné, EUROfusion Project Manager
11:30 — 12.00 (30')	AOB & Closing <ul style="list-style-type: none">- Project Board Process – Members views on the meeting structure & pre meeting preparations, - Next meeting date and time