
Rules of the procedure and the participation of the Steering Committee (Action F.2).

Summary

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1. The purpose of the LIFE IP CleanEST Project Steering Committee

KeM is responsible of the Action F.2 „Project Steering Committee“. KeM is also CB of the LIFE IP CleanEST Project and responsible of overall management of the Project. The coordination includes financial, communication, WG’s, administrative, content, partnership, personnel, risk, stakeholder and changes management as well as networking with other projects, measuring the contextual progress, influences to different policies and development programs.

One of the responsibilities of CB is to organise the work of SC. Project SC is a high-level national advisory and steering body that ensures the smooth running of the project, reorganizes resources as needed, and directs the project based on the views of national and local stakeholders. The SC ensures the cost-effectiveness of the project and, as a result, the best possible environmental impact.

Action „F“ describes the LIFE IP CleanEST Project organisation. As shown in Figure 1 the SC has an overall national position in Project organisation. Besides the Project strategic management, the SC has the outer view to Project results. The main outcomes and achievements of the Project will be efficiently disseminated via public administration through the work of SC.

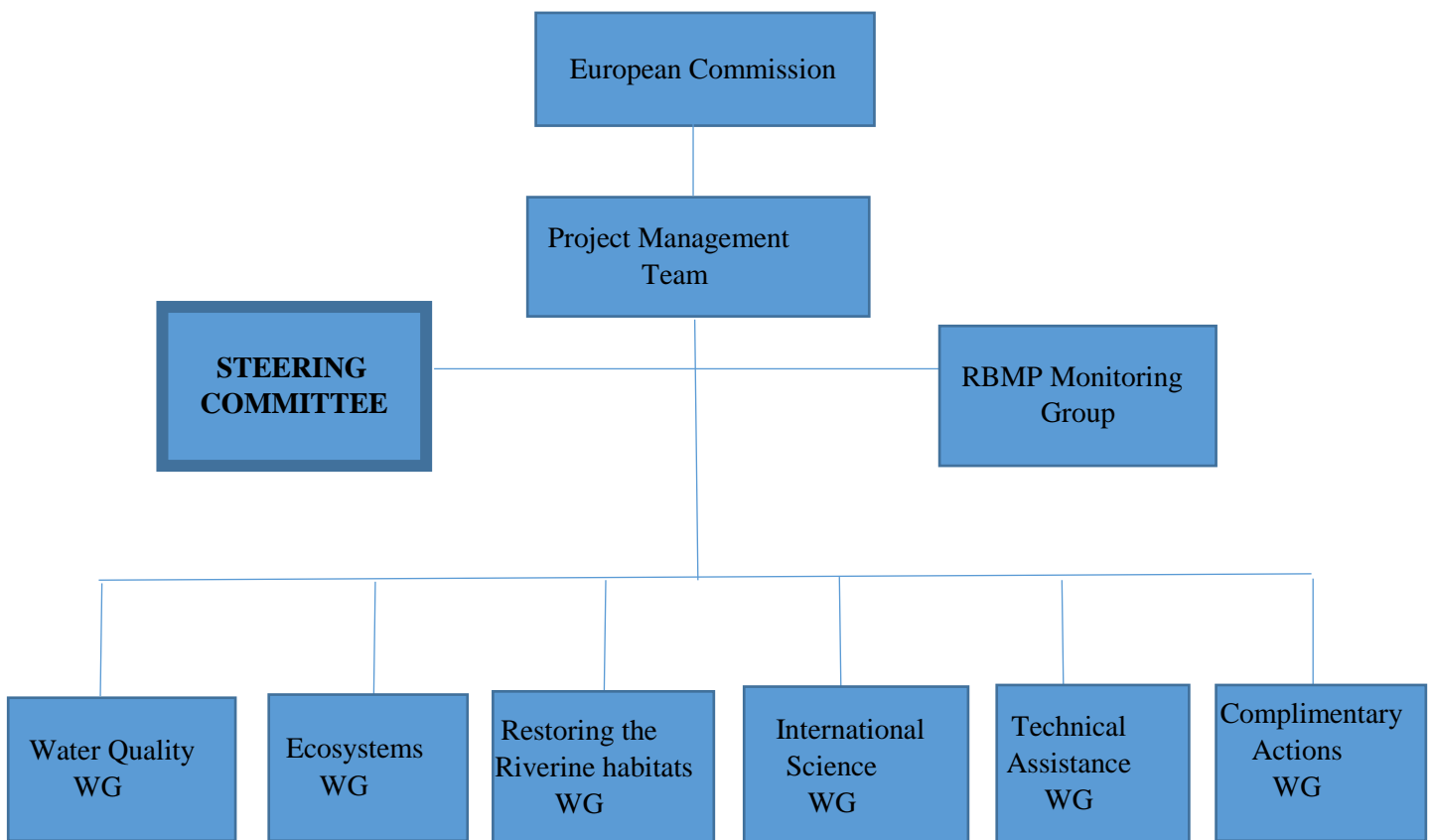


Figure 1. Project management chart (Grant Agreement Annex II, Part C, Action „F“, page 343). Steering Committee is on top of the national management of the Project.

2. Members of Steering Committee

The SC includes members from KAUR, KeA, EKUK, MeM (project partners) and National Heritage Board, Ministry of Economic Affairs and Communication, Environment Investment Centre and Association of Estonian Cities and Municipalities (non-partners). The SC has an important role to act as a project influencer to share the project information and to link the results with other actions and policies in higher level and to follow the possibilities of complementary funds. According to the application the SC should have include a representative from the Environment Committee of the Estonian Parliament. LIFE IP CleanEST project has practical applied nature and therefore it is not necessary to include the parliament level to the project. The political engagement is handled through the environmental minister. Non-partners are selected from different governance area to ensure the connections between economical, cultural (heritage) and agricultural policies, the local connections in Project area and connections to financial funds.

The members of the SC according to the [Directive](#) No 1-2/20/453, 14.12.2020 are:

- Harry Liiv, Deputy Secretary General, KeM, head of the SC;
- Karin Kroon, Head of the Water Department, KeM;
- Priit Alumaa, Member of Board, EKUK;
- Peep Siim, Deputy Director General, KAUR;
- Triin Mägi, Head of Water Department, KeA;
- Antti Tooming, Head of Department of Grants and Services, KIK;
- Martti Mandel, Head of Agricultural Environment Bureau, Land Use Policy Department, MeM;
- Maili Roio, adviser on underwater archaeology, Department of Buildings and Archaeology, Heritage Board of Estonia;
- Margus Raha, Analyst Energy Department, MKM;
- Reigo Lehtla, Advisor of the Environment, ELVL.

3. Rules of the Procedure of the Steering Committee

The main task of the SC is to ensure the systematic and targeted implementation of the Project. Specific tasks of the SC are defined as follows:

- to guide and follow the Project implementation strategy;
- to manage the Project risks;
- to solve problems which require the inclusion of several state-level administrative institution;
- to discuss the ways of how to use other EU or national financing measures for funding complimentary projects;

- the dissemination of lessons learnt and projects results for public administration in order to ensure the transferability and replicability.

The main format of the SC's work is meeting. The meeting could be in contact or electronic format. SC will visit the Project area during the Project as well.

KeM Water Department has the obligation to organise the SC meetings, exchange of materials and information, involvement of relevant specialists and to document the SC's work.

SC meet twice a year.

The tasks and working format are approved by [Directive](#) No 1-2/20/453, 14.12.2020.

4. Abbreviations

Ministry of the Environment – KeM

Coordinating Beneficiary – CB

Steering Committee – SC

River Basin Management Plan – RBMP

Working Group – WG

Environment Agency – KAUR

Environment Board – KeA

Environment Research Centre - EKUK

Environmental Investment Centre – KIK

Ministry of the Rural Affairs – MeM

Ministry of Economic Affairs and Communications – MKM

The Association of Estonian Cities and Municipalities - ELVL