

Meeting of the European Organizing Committee

St. Petersburg, February 8th, 2014

MINUTES

Words of Welcome by the President

Jouke van Dijk and **Andre Torre** welcome the participants of the meeting.

The participants introduce themselves. **Jouke van Dijk** introduces Sophia Klaassen. She will be present at the EOC and ERSAC-meetings as his personal assistant. She has no official role in ERSAC and will not actively participate in the discussions.

Andrei Petrov (Chief of Department of Research at the St. Petersburg State University) welcomes the participants to the meeting and states that the University is proud to have the opportunity to organise an event of that nature.

1. Approval of the meeting agenda and appointment of an EOC member responsible for verification of meeting minutes

The meeting agenda (Attachment 1) is approved.

Gunther Maier is appointed as an EOC member responsible for the verification of the meeting minutes.

2a. Long range discussions (ERSA 2013 Annual Report)

Richard Kelly begins the report by thanking the LOC for constructive discussions during the preceding day.

He continues to highlight the main activities of ERSAC in 2013 (details are available in Attachment 2). The points highlighted include:

- Creation of a separate subdomain for the congress website;
- Applying the software for servicing the registration process of the summer school;
- Creating the social media with the help of the students from UCL;
- Working with Maciej Turala on collecting the details of sections to ensure good communication with the sections;
- Working with Laura Resmini on the finances of the association;
- Working with Gunther Maier on setting up and developing the REGION journal;

In terms of partnerships the activities concentrated on developing cooperation with the European University Association, AESOP, OECD and RAS.

The presentation continues with the plan of future activities, including collecting data on activities performed by members of ERSAC, developing the online journal REGION, creation of a new ERSAC website, collaborating further with other organisations and institutions.

With regards to the congress in 2016 it is concluded that the efforts so far have not resulted in actual bids so a new invitation to bid for that congress will go out right after the EOC meeting.

The summer School in 2014 will be held in Poznan, Poland, in 2015 it will be an OECD Summer School in Paris and in 2016 it is considered to host it in Namur in Belgium.

There have also been workshops and seminars over the course of the past two years with 4 events organised so far. There is a growing interest amongst sections (in particular the new ones) to organise such events.

In terms of social media activity, it is concluded that Facebook proved to be a useful tool for disseminating information.

The online journal should be ready for launch in March 2014.

The continuation with the EIB continues via the ERSA-EIB prize. The EIB is also involved through organising roundtables. The prospects of future cooperation are good.

Jouke van Dijk thanks for the report.

The report is approved.

2b. Long range discussions (keynote speakers for the Congress and other ERSA events – support to the LOCs by the EOC)

Jouke van Dijk emphasises that the EOC shall take a more active role in assisting the LOCs in securing attractive keynote speakers who help in securing larger attendances at congresses.

3a. Congresses (2013 Congress in Palermo, Italy – summary report)

Maristella Angotzi reports on the congress in Palermo saying that there were 842 participants with 49 countries represented (notably: Italy, Germany, Spain as well as Japan and the USA from outside of Europe). More information on profiles of participants is given (details are available in Attachment 3).

There have been 244 sessions (parallel and Epainos) and 5 plenary sessions included in the programme.

In terms of sharing of papers – 44% of papers presented during the ordinary sessions have been uploaded into the system prior to the congress and include in the congress materials.

In terms of fees, most participants (82%) register with early fees. Approximately half the participants who attend the congress are RSAI members. On the other hand 48% delegates registered with reduced fees.

There were 35 cancellations, 14 no-shows and 30 no-shows without payment. It is proposed that in the future the delegates who have not paid should not be included in the programme.

Tours, post-congress tours and technical visits were not successful – few people attended. The conclusion is that the LOCs should not propose too much in that respect.

The cooperation with the LOC was good. The Palermo LOC has taken responsibility for assessing abstracts which worked very well and is recommended for the future.

The only major problem in organisation of the congress in 2013 was missing the deadlines which caused additional organisational problems.

The software which is used has a 24h support and offers 5 platforms (for participants, for reviewers, for the scientific committee, for the LOC – providing capacity of document sharing).

Jouke van Dijk thanks for the report and concludes that the information on profiles of participants will prove useful.

Francisco Carballo-Cruz asks whether the data presented was for the past three congresses or just for Palermo.

Maristella Angotzi replies that the presentation was based on Palermo but the data is collected for three years and that the trends are stable.

Yannis Psycharis asks what percentage of congress budget is covered by fees and sponsorship.

Jouke van Dijk suggests that this issue will be covered in the Treasurer's report.

3b. Congresses. 2014 Congress in St. Petersburg – progress report

Alexander Pelyasov starts the report by saying that the Congress will be an opportunity to create and unite the community of regional scholars in Russia.

It was decided that there will be five plenary speakers invited to the congress. Also, an important aspect of the congress is that there will be a series of sessions dedicated to the memory of Alexander Grandberg. The list of special sessions has already been drafted several months ago. Half of the initial proposals were developed by the community, while the other half is currently being adjusted to the expectations of the European regional science community. At the moment the list of special sessions includes 30 themes.

It is reported that the publication of the website (on November 25th, 2013) has activated significant activity and interest of potential delegates to the congress.

Three points of uniqueness of the 2014 congress are emphasized:

- Russia is not an EU country which causes some problems for participants.
- English is not a common language in Russia – causing a need for translations during plenary sessions and some special sessions (i.e. those dedicated to the memory of Alexander Grandberg).
- Monomax has been selected as a company responsible for the organization of logistics aspect of the congress. It is reported that this was a wise decision as Monomax serves the purpose of combining the efforts of all institutions which make up the LOC.

The main challenges in preparation to the congress include generating financial support from sponsors. The Olympic Games in Russia made it difficult in 2013 as most potential sponsors were involved in the Olympics. The LOC hopes that the efforts aimed at attracting sponsors will

be more effective after the Olympics. There are some preliminary agreements with some of the sponsors but at this moment they do not guarantee the financial stability of the congress.

The registration fees have already been discussed with ERSA office. It has been decided that the fees will remain the same as in Palermo. This may lead to, for example, introducing additional payments for excursions.

There are more than 200 participants already. The LOC works with 3 scenarios for the number of participants (450, 650 and over 800 participants). The middle scenario seems most realistic due to visa requirements and transportation difficulties.

The congress will have an arctic focus through the cooperation with the International Arctic Social Sciences Association. It is proposed that ERSA explores possibilities of establishing long-term cooperation with this association.

The report is finished with a request for questions.

Jouke van Dijk thanks for the report and emphasises the historical importance of Russia in development of regional science. In terms of difficulties, he adds that securing funding may indeed prove difficult but expresses hope that the efforts aimed at securing sponsorship will be more successful.

Gunther Maier asks who bears the risk if sponsors are not found.

Alexander Pelyasov responds that there three financial requirements which the congress faces: (1) covering the expenses of the congress, (2) covering costs of ERSA which the congress needs to do, (3) development of regional science.

In order to ensure that the first two are fully covered the LOC will stimulate sponsors to provide in kind sponsorship which will prove more easy for the sponsors as well as the financial support.

Andre Torre asks whether the LOC plans to cut some of the costs like technical visits, or the welcome reception at the beginning of the congress.

Alexander Pelyasov responds that the LOC will be very attentive to the suggestions made by the ERSA office to organize technical excursions beyond the congress time schedule on a basis of additional payment from the participants.

Laura Resmini supports the idea of generating the in-kind sponsorship as a way of maintaining the sustainability of the congress. The experience of the Palermo congress also proves this point.

Alexander Pelyasov adds that ERSA and LOCs need to agree on priorities in terms of in-kind contributions which will safeguard the participants' interests.

Jouke van Dijk asks about special sessions and emphasises that they may be a good way of attracting more participants.

Alexander Pelyasov comments that he was in touch with the ERSA office on the subject of an optimal number of special sessions. It has been agreed that no more than 40 special sessions shall be included in the programme and the LOC is following this strategy at the moment. As for the rest there are possibilities with R-sessions and O-sessions. Another point to consider is that the papers presented in the special sessions have not been included in the congress materials in the

past. That is why the LOC this year emphasizes that the requirements are the same for participants of the S-Sessions as well.

Jouke van Dijk supports that the participants to special sessions should follow exactly the same rules concerning registration, fees and papers as the other participants.

Andre Torre comments that special sessions, such as planned joint session / roundtable with the OECD, are an ideal way of attracting participation to the congress. On the issue of the visa, he comments that there may be some concern amongst participants about obtaining the visa. It is suggested that emphasis needs to be put on reassuring potential participants about the ease with which this process may be handled.

Alexander Pelyasov asks the EOC members to use their contacts and networks to spread information about the Russia-EU Year of Science as the congress is one of official events. It is suggested that the LOC would greatly benefit from having an EU Commissioner present at the congress.

Jouke van Dijk comments that getting a Commissioner may prove difficult but securing attendance of a high ranked representative of the European Commission will be attempted.

On the aspect of post-congress tours, it may prove that the story may be different in St. Petersburg than it was in Palermo.

Gunther Maier agrees that precise information on the procedure for visa application needs to be disseminated. On the issue of special sessions, he adds that any time a new procedure is created it creates additional cost, potential confusion and chaos, Hence it is essential to keep one procedure.

Hans Westlund comments that his experience of obtaining the visa was not as straightforward as in other cases. He adds that the EOC members should be responsible for encouraging colleagues from around the world to participate.

Yannis Psycharis asks about costs of accommodation as past experience shows that officially proposed accommodation was often more expensive than one available on the market.

Asya Gilmanova responds that nearly 400 rooms are reserved in hotels located within walking distance from the venue. All hotels have offered discounts. The website provides hotel details, together with maps showing how to reach the congress venue.

What is more, the website offers detailed information of excursions and post-congress tours.

If there are any recommendations concerning visa support the LOC is open for any suggestions.

Jouke van Dijk thanks for all the reports and inputs.

The report from the LOC is approved.

3c. Congresses. 2015 Congress in Lisbon, Portugal – progress report

Francisco Carballo Cruz reports that the preparations are going well. It has been agreed with the Technical University of Lisbon to carry out the congress in partnership. Charlie Karlsson and Richard Kelly have visited the venue in September 2013.

The LOC has already decided on the location for the gala dinner. The venue for the scientific part of the congress is perfectly suited to the needs of the congress. As far as lunches and coffee breaks are concerned it is considered to set up an air-conditioned tent.

The LOC definitely requires help with obtaining a three or four big names as keynote speakers.

The other issues to decide will be the risk sharing arrangements which will be further discussed with Richard Kelly and Laura Resmini. Sponsorship is currently difficult to obtain but with the forecasts of economic growth already this year the LOC hopes to find it easier to attract sponsors.

Lisbon is an attractive and easy to reach location which should facilitate having a large congress.

Jouke van Dijk thanks for the report and asks whether the venue is in the city centre.

Francisco Carballo Cruz responds that it is indeed in the city centre with good public transport access.

Richard Kelly adds that the visit from September 2013 proved that the venue will be ideal for the congress and that the Technical University seems firmly behind the idea of organising the congress.

Gunther Maier asks about the logistics for the gala dinner in Cascais.

Francisco Carballo Cruz replies that there is a train running frequently to Cascais which takes up to 30 minutes.

Jouke van Dijk emphasises that ERSA will provide all necessary assistance with obtaining keynote speakers and asks the LOC to identify the persons who would well fit to the programme.

Laura Resmini emphasises that the keynote speakers will depend on the theme for the congress.

Francisco Carballo Cruz replies that the LOC's approach is that keynote speakers should be secured in the first place.

The report from the LOC is approved.

3d. Congresses. 2016 Congress – potential sites: Turkey (Istanbul), Austria (Graz), Norway (Oslo), the Netherlands (Groningen)

Richard Kelly reports that he approached prof. Michael Steiner concerning the organisation of a congress. Following concerns relating to the size of the congress and financial aspects of organisation this was put on hold.

The colleagues in Norway also voiced their concerns vis a vis financial aspects.

In conclusion, this means that a call for applications will be sent out as soon as possible.

Jouke van Dijk comments that a location will be identified and that the call for applications will also serve the purpose of securing locations for future years.

Gunther Maier reports the conversations with potential organisers of congress. He emphasises that the growth of congresses and external funding requirements mean that it will prove extremely difficult to find organisers for future congresses. He advises that congresses need to be restructured in order to reduce the requirements for external funding. He suggests that a task force is set up in order to consider these issues. The organisational aspect is not the issue, it is definitely the financial aspect of the congress that becomes a stoppage to organising this event.

Francisco Carballo Cruz agrees that organising a congress in more expensive locations becomes extremely difficult, also considering that almost half the participants pays reduced fees.

Jouke van Dijk declares that the President and Vice-President shall treat this issue as their top priority.

Andre Torre reports that the size of cities serving as locations may also be an additional problem in hosting a large congress.

4a. Summer schools. Summer School in 2013 in Lund, Sweden – summary report

Richard Kelly reports that the Summer School in 2013 was a huge success. The length was reduced to 7 days with a new style in terms of structure and programme. There were 28 students participating.

Richard Kelly thanks Martin Andersson for organising this successful events.

4b. Summer schools. Summer School in 2014 in Poznan, Poland – progress report

Richard Kelly reports that the summer school will go ahead with a reduced budget. The summer school will follow the benchmark set by the summer school in Lund.

Maciej Turala adds that Tomasz Kossowski has reported that organisation of the summer school will require financial assistance of ERSA. The LOC enquires whether it is possible to find an arrangement for sharing the incomes from participants' fees.

Jouke van Dijk emphasises that having summer schools is vital as it gives young researchers contacts and opportunities for their future careers. He reports that together with Andre Torre they have been in touch with the Head of Regional Development at the OECD concerning possibilities of organising summer schools together with the OECD. This may facilitate obtaining sponsors.

Richard Kelly reports that he has also spoken to AESOP who are pro-actively looking for funding and are open for joint organisation of events with ERSA.

4c. Summer schools. Summer School in 2015 in Namur, Belgium – tentative proposal

Richard Kelly reports that apart from he has also spoken to AESOP who are pro-actively looking for funding and are open for joint organisation of events with ERSA.

5a. Finances. 2013 budget closing

Laura Resmini reports that 2013 has ended with a surplus of about 40,000 EUR. The finances of the association can be considered as robust. Details of the report are available in Attachment 4.

The structure of ERSA income is so that 97% of the income comes from organising the congress and most of it is put back into the congress. There is also a running cost of the office which are decreasing over time – in 2013 they amounted to about 100,000 EUR. In terms of cost reductions, it seems that the attention should turn to reducing the cost of the congress.

The level of reserves is considerable from the absolute point of view, but they only amount to 82% of the annual cost of 2013. The prudent level of reserves should be three times as big as the annual cost.

The current expenditure needs concentrate around the need to redesign ERSA website and the need to financially support the summer school in 2014. It is therefore anticipated that 2014 will end with a deficit which will be covered with a surplus of 2013. Assuming that the congress in 2015 will also face considerable problems with finding sponsors which implies a threat of a significant reduction of reserves. Hence the need for finding new sources of income and sponsors becomes pressing.

Jouke van Dijk agrees that there will be no major problems in the short-run but there may be some problems appearing in the long-run.

Laura Resmini adds that ERSA is flexible when it comes to negotiating capitation fees with LOCs of congresses. Considering that there are two major cost categories for ERSA: (1) costs of organising the congress and (2) running costs of ERSA.

Yannis Psycharis comments that congresses are financed by fees (approx. 60%) and sponsors (approx. 40%). Finding sponsors today became more challenging and so this needs to be treated as a signal that a reduction costs of the congress should be considered.

The report is approved.

5b. Finances. 2014 budget update

Laura Resmini repeats that the year will most likely end with a deficit.

Richard Kelly adds that an internal audit has been carried out by Frank Bruinsma.

6. Other ordinary business. REGION journal

Gunther Maier reports that a year ago a process of applying for funding for a journal. The application was successful providing funding for the next three years. In the fall of 2013 an Editorial Board and an Editorial Team were composed. The Editorial Team has met on February 3rd and 4th, 2014.

The report (Attachment 5) outlines: (1) organisational issues, (2) rules governing REGION and (3) a division of tasks between members of the Editorial Team.

The call for papers and contributions will be sent in March 2014. There will be no Editor-in-Chief, instead there will be a Managing Editor – Roberto Patuelli (University of Bologna). A decision has also been made concerning two sections of the journal: (1) an article section and (2) resources section. There will also be a section containing letters from young scholars (not older than 33 years at the time of submission). These will be shorter (3,000 – word) articles, reviewed by one reviewer.

Other potential sections were discussed (i.e. teaching, developing countries) but a decision was made that the journal needs to focus on an academic sphere. The intention is that at a later stage those sections may be added as sections or new spin-off journals.

The Team aims at fully using the potential of the electronic format.

It has been decided that REGION will follow the format applied by the Papers in Regional Science (both for the texts and for the references). Language editing ought to be provided on a cost-free basis – it is proposed that if a paper is accepted for publication but requires language improvements then the authors will be asked to provide this or to cover the costs incurred by the journal.

Furthermore, it has been decided to use an open source programme (Open Journals Systems – OJS) which has been developed and maintained for some time already. The system allows for management of the journal, providing significant amounts of information on the submission and review process.

The journal will be available only online and will be fully open access (free for the readers and, at least for the first three years, for the authors).

Jouke van Dijk thanks Gunther Maier and WU for this initiative. He also emphasises that the Editorial Team is run by younger academics which gives great potential for development.

Richard Kelly adds that the preliminary version of the graphical identity for the journal has already been drafted.

Francisco Carballo-Cruz asks about the indexing strategy.

Gunther Maier replies that there are two main categories of indexes – the ISI-Thomson and Web of Science on the one hand and many others on the other hand. REGION will be included in REPEC for sure. As far as ISI is concerned, the Editorial Team wants the journal there but any actions would be pre-emptive at the moment. The strategy is to make the journal so successful for ISI-Thomson to request to have REGION indexed.

He concluded that establishing a journal is a challenge. In order to secure success it is requested that established regional scientists submit their papers to this journal because of their belief in its future success.

It is planned to have Issue no. 1 completed and available before the Congress in St. Petersburg.

Andre Torre comments that REGION is great news for ERSA. He asks about: (1) the number of issues per year, (2) existence of special issues, (3) who are the main targets for the journal and inquires about (4) competition with other journals – as a free journal we may be positioned as a lower quality journal.

Gunther Maier replies that: (1) there will be four issues per year (due to the standard format of citations and indexing) but in terms of the number of pages there is great flexibility; (2) special issues are planned; (3 and 4) the direction of the journal is intended to be a standard regional science journal, not concentrating on any niche; the advantages are: the electronic format and the open access; the strategy of positioning the REGION shall be that of emphasising open access and of opening possibilities of publishing to all academics without need of paying considerable amounts.

Jouke van Dijk comments that the moment for launching the journal is exactly right.

The report is approved.

7. Any other business

No other business is reported.

8. Venue and provisional date for EOC-meeting in St. Petersburg in August 2014

It is agreed that the next meeting of the EOC shall take place on August 26th, 2014. The exact time will be communicated at a later time. The venue for the meeting is St. Petersburg State University.

The meeting is closed.

Meeting of the European Organizing Committee

St. Petersburg, February 8th, 2014

ATTACHMENT 1 – AGENDA

Words of Welcome by the President

- 1. Approval of the meeting agenda and appointment of an EOC member responsible for verification of meeting minutes**
- 2. Long range discussions**
 - a. ERSA 2013 Annual Report (Richard Kelly)**
 - i. networking and collaboration with ESPON, AESOP and EUA**
 - ii. information on the relationships between sections – ERSA – RSAI and on agreements between ERSA and sections (capitation fees, process of recognising new sections)**
 - iii. workshops**
 - b. Keynote speakers for the Congress and other ERSA events – support to the LOCs by the EOC**
- 3. Congresses**
 - 2013 Congress in Palermo, Italy – summary report (Maristella Angotzi)**
 - 2014 Congress in St. Petersburg – progress report (Aleksandr Pelyasov)**
 - 2015 Congress in Lisbon, Portugal – progress report (Francisco Carballo Cruz)**
 - 2016 Congress – potential sites: Turkey (Istanbul), Austria (Graz), Norway (Oslo), the Netherlands (Groningen) (Richard Kelly)**
- 4. Summer schools**
 - Summer School in 2013 in Lund, Sweden – summary report (Martin Andersson)**
 - Summer School in 2014 in Poznan, Poland – progress report (Tomasz Kossowski / Richard Kelly)**
 - Summer School in 2015 in Namur, Belgium – tentative proposal (Richard Kelly)**
- 5. Finances**
 - 2013 budget closing (Laura Resmini)**
 - 2014 budget update (Laura Resmini, Richard Kelly)**
- 6. Other ordinary business**
 - REGION journal (Gunther Meier)**
- 7. Any other business**
- 8. Venue and provisional date for EOC-meeting in St. Petersburg in August 2014**

Please inform the secretary if you wish to raise an item under any other business.

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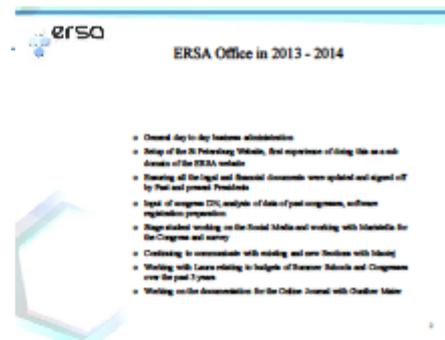
ATTACHMENT 2 – ERSO ANNUAL REPORT 2013

2014-03-04



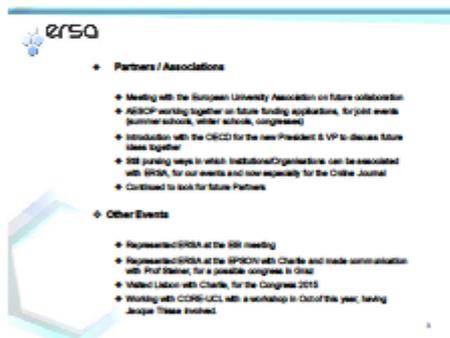
EOC Meeting 8th February in
St Petersburg
Business Report 2013
by Richard KELLY

ersa
EUROPEAN REGIONAL SCIENCE ASSOCIATION



ersa ERSO Office in 2013 - 2014

- Closed day-to-day business administration
- Setup of the St Petersburg Website, Best experience of doing this as a sub domain of the ERSO website
- Reviewing all the legal and financial documents were updated and signed off by Past and present Presidents
- Input of expenses (EU) analysis of data of past congresses, without registration preparation
- Investigated working on the Social Media and working with Member for the Congress and survey
- Continuing to communicate with existing and new Member with listing
- Working with Laura relating to budgets of Pastors Website and Congresses over the past 3 years
- Working on the documentation for the Online Journal with Christine Mader

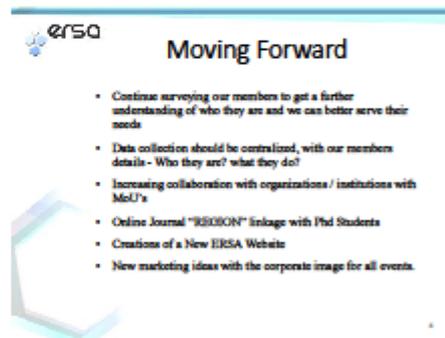


ersa Partners / Associations

- Meeting with the European University Association on future collaboration
- ERSCP working together on future funding applications, for joint events (summer schools, winter schools, congresses)
- Introduction with the OECD for the new President & VP to discuss future ideas together
- Still pursuing ways in which Institutions/Organizations can be associated with ERSO, for our events and now especially for the Online Journal
- Continued to look for future Partners

Other Events

- Represented ERSO at the ERU meeting
- Represented ERSO at the IPSON with Charlie and made communication with Prof Steiner, for a possible congress in Oriel
- Metted Laura with Charlie, for the Congress 2015
- Meeting with CONE-SUCC with a workshop in Oct of this year, having Jacqui Tisse involved



ersa Moving Forward

- Continue surveying our members to get a further understanding of who they are and we can better serve their needs
- Data collection should be centralized, with our members details - Who they are? what they do?
- Increasing collaboration with organizations / institutions with MoU's
- Online Journal "RESON" linkage with PhD Students
- Creation of a New ERSO Website
- New marketing ideas with the corporate image for all events.



ersa Congresses

14 activities expected

The next 4 weeks
The next 12 weeks
The next 18 weeks
The next 24 weeks

- 2014th
- 2015 - 55th ERSO Congress Lisbon, Portugal
- 2016 - 54th ERSO Congress St Petersburg, Russia
- 2013 - 53th ERSO Congress Palermo, Italy



ersa Summer Schools

Up & Coming

- 2014 - Adam Mickiewicz University in Poznan, Poland
- 2015 - OECD in Paris - to be confirmed
- 2016 - Potential proposal from Namur University, Belgium
- Future Schools, what is our next strategy, focusing on other association, institutions, think tanks etc

 **Workshops/Seminars**

- 4 events in the last 2 years
- Continue with the development of 1 day workshops/seminars - via the sections involving the members

 **Website / Social media**

- Looking into new packages for the website of ERSA, monitoring the Social Media , Facebook most productive for ERSA.



 **Online Journal**

- Online Journal in 2014 joint venture with the Vienna University
- Working with Gauthier on preparing documents and image content and layouts of the website.
- Aim to be ready in March 2014!

 **EIB & ERSA**

We aim to continue being associated with them through our Congresses via the Prize giving and Roundtables.

Finding Funding - is really problematic

 **Thank you for your attention**

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ATTACHMENT 3 – SUMMARY REPORT FOR 2013 CONGRESS IN PALERMO

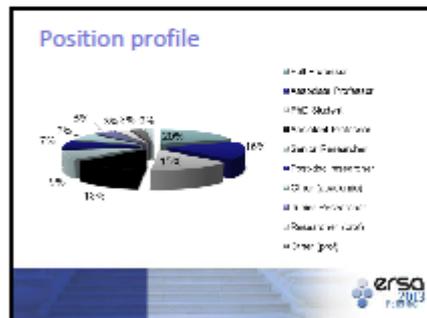
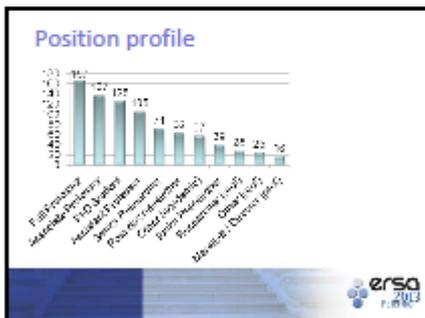
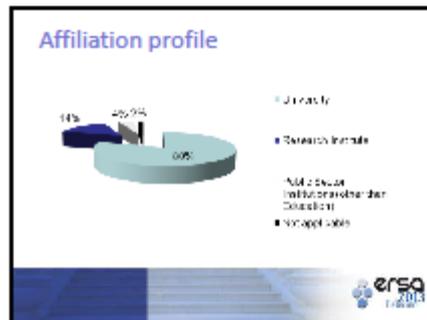
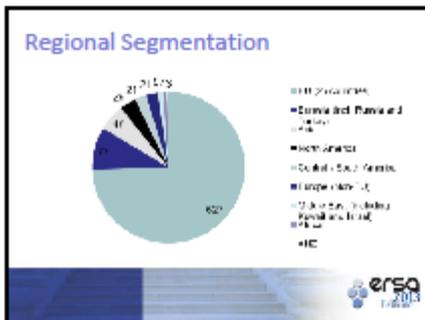
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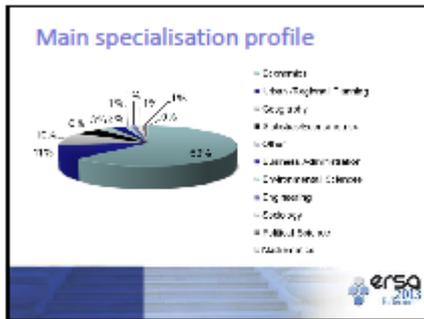


Participants profile

Country/Region Segmentation

- 842 participants
- 49 countries represented
- Mainly from EU countries (74%)
- Top 3 – Italy, Germany, Spain
- Outside EU: Russia
- Outside Europe: Japan and USA





Sessions type and presentations

	Ordinary Session	Refereed Session
Ordinary Session	114	390
Refereed Session	33	102
EPAINOS Session	9	26
Special Session	88	288
	244	806
Plenary Session	5	

Programme – Themes –Top 15

General Themes	Other
R_M Infrastructure, Transport and Communications	47
R_N Climate change and Environment, sustainability issues	46
R_K Regional labour market and labour mobility	38
R_C Demography, migration and population	38
R_D Entrepreneurship and Innovation	28
R_F Globalization and regional competitiveness	28
R_A Agglomeration, districts, clusters and networks	27
R_N Regional strategies and policies	27
R_D Spatial Economics and analysis	26
R_G Urban economy and governance	25
R_I Knowledge economy and learning regions	23
R_G Housing markets, land use and real estate	22
R_S Regional economic modelling	19
R_K Tourism, cultural and creative industries and reg. dev.	18
R_E Private and public finance for regional development	16

Special session topics –Top 15

Special Sessions	Other
S_K Urban Economics Association	49
S_A Graduates, entrepreneurship and regional labour markets	18
S_ZV Trade flows, loc. choices & econ. interaction beta: EU	13
S_ZA Session in honor of Giacomo Luciani	10
S_K Technological activities and diffusion in the EU and re	10
S_K Using microdata to uncover spatial dynamics in local le	10
S_F Arctic/Mediterranean	10
S_ZD Knowledge bases, innovation modes and cluster life cyc	9
S_S Young people, education and labor markets: a regional a	9
S_ZS Well-being and living conditions in the European Regi	9
S_AA The Mediterranean in flux	8
S_I Frontiers of spatial CGE models	8
S_W Soc. & spat. interact. in context of civic & human K	7
S_ZG Retail development and sustainable local economic groh	7
S_T The impact of regional policies	7

The sharing of papers

	Uploads	Total Presentations	Sharing paper
	Submission time	Congress time	
Ordinary Session	175	390	44%
Refereed Papers	188	102	100%
Young Scientist Papers	29	26	100%
Special Session	86	288	46%

Submissions and scheduling Registrations and effective participation

Year	Submissions	Presentations	Registrations	Attendance
Barcelona 2011	202	1178	922	76.4%
Barcelona 2012	278	898	622	70.4%
Palermo 2013	273	1148	848	75.4%

Year	Total Fee registered*	Attendance	% attendance
Barcelona 2011	2396	976	69%
Barcelona 2012	302	684	68%
Palermo 2013	312	802	72%

*including non-stone and cancellations (with/without payments)
*including Presenters and non-presenters

Fees' segmentation

	Nbr	%		Nbr	%
Early Fees	665	82%	RSAI Members' Fee	407	50%
Late Fees	145	18%	Non Members' Fee	403	50%

	Nbr	%
Reduced rates	385	48%
Standard rates	425	52%



Cancellations – no shows - refunds

- 35 cancellations – mainly late ones
- 14 no shows
- 30 no shows (without payment)
- 9 refunds (only 1 full)



Accommodation, tours, technical visits

- 348 participants reserved through the LOC agency - 40 cancellations
- Tours not successful in terms of number
- Post-congress: less than 20 before the event, many onsite – 1/3 organised
- Technical visits – timing and attendance



Organisation: + and -

- LOC's Chair and Team – close collaboration
- LOC's Team evaluated the abstracts (general themes)
- Gala Dinner – change of venue well managed
- Time Issues (registrations/final programme/ desk openings/technical visits)



Software use

- 24/24 support
- 5 online platform
- Create an event within the event (Technical visits).
- Better targeted communications
- Programme: conflicts in the programme before issuing it // Sessions' programme



Meeting of the European Organizing Committee

St. Petersburg, February 8th, 2014

ATTACHMENT 4 – TREASURER’S REPORT



*ERSA Treasurer Report
EOC meeting Feb. 2014*

THE ERSa FINANCIAL STATUS AND PERSPECTIVES 2013 balance sheet and provisional budget 2014

Laura Resmini
ERSA Treasurer

2013 Balance Sheet (final closing)

The 2013 financial year closed with a surplus of €41,244 net of taxes and other financial expenses, and depreciations. Following the positive financial reports of previous years, the finances of the Association are becoming more and more robust and give only moderate causes for concerns.

The income of the Association is primarily derived from the annual Conference fees, exhibitors and membership services. Conference income increased from the previous year, from a total of 246,827 in 2012 to 324,252 in 2013, an increase of about 30%. It should be noted that this increase is primarily related to Conference fees, as both income from sponsor and membership services declined during this period.

Generally speaking, the largest component of the total income is still the annual conference, which accounted for 97% of total ERSa income. The residual 3% came from membership services. At present, sections pay a fixed fee of €250 per year. Thus, the Conference remains pivotal to the Association as a source of income and as a member benefit, as witnessed by the large number of participants.

Total expenditure in 2013 amounted to €289,840, an increase of 24% on the previous year, almost entirely due to the increasing financial burden of the Conference. The latter has increased from €129,738 in 2012 to €187,760 in 2013, an increase of about 45%. Overall governance costs, instead, declined by 1% and in 2013 amounted to €102,080, the lowest level since 2010. The efficient management and organization of the Association is also reflected in a 33% fall in day-by-day costs during 2013.

Our commitment to strengthen the relationship between ERSa and its National Sections, as well as public institutions and other Associations dealing with regional sciences resulted in a 39% increase in travel expenditure between 2012 and 2013, whereas personnel costs increased by only 5%.

This set of results highlights our continued commitment to engaging with our membership in a variety of ways, ranging from the organization of conferences and seminars to networking activities and dissemination of information through the newsletter and the website.

In 2010 - the first year ERSa ended up the financial year with a surplus - the EOC decided to implement a reserves policy which could ensure that the Association’s core business could be sustained through a period of financial shock whether related to income or expenditure.

The policy sets out the Board's view that the independence of the Association is critical in the delivery of its aims and objects. The Board is keen to protect the Association from risk to its strategic aims and to act as responsible employers.

Taking into account both the financial trend analysis for income and expenditure it is my view that it would be prudent to hold three times projected annual expenditure in reserve. This will allow the Board time to respond *proactively* while safeguarding the employees' and members' benefits in the short term.

At the end of 2013, the ratio of reserves - taking into consideration all ERSA bank accounts and not only the saving account - to expenditure was 0.88 to 1 (down from 0.94 to 1 in 2012) so we are far from a good healthy position in this regard and this may further move forward as we begin to commit more of our reserves to new scientific initiatives such as the launch of our new open access journal *Region*, as well as to the organization of more traditional activities, such as the annual conference or the summer school to cope with the lack of local sponsors.

The next years

The Association's overall financial performance during 2013 was pretty good. General patterns of income and expenditure have increased, reflecting the continued growth in the activities of the Association and reserves have been further consolidated, though they are still far from what I personally consider a prudent level. This is a sign of a healthy and dynamic Association and the Board will seek to continue this good progress throughout 2014.

However, some areas of doubt remain. With increased debt levels, public expenditure has been (and will be) cut in some countries, further reducing, on the one hand, the opportunities to find adequate local sponsorships for the annual congress and the summer school and, on the other hand, our members' research funds and their chances to participate to ERSA events.

An area of uncertainty this year relates to pressures to financially support the Summer School. As the funding by EIB comes to an end, we need to find local sponsors. As stated above, this may be difficult because of the economic downturn. In order to ensure the smooth running of the 2014 summer school, ERSA may be asked to support financially the initiative. The 2013 surplus may be used at this purpose.

Extra costs may also arise because of the need to re-design the website, the most important channel to communicate with members (and non-members) and an important tool in the organization of the conference. The estimated cost is of about €10,000. Also this additional cost can be covered by 2013 surplus.

Another area of uncertainty concerns the need to strengthen ERSA publications, especially in the field of academic publishing. To this respect, a new journal, *Region*, will be launched. It is a joint venture with the University of Vienna and it received a grant from the Austrian Science Foundation for the first three years. The Board will pro-actively monitor this situation and seek to ensure that a financially viable publishing model remains in place.

A third area of uncertainty next year relates to the Annual Congress. Differently from what stated in the congress proposal, the LOC has already declared its unavailability to find local sponsors. This implies that the financial burden of the conference will fall entirely on ERSA's shoulders. Taking into account the financial trends of the past conferences, it is clear that congress fees are not enough to cover all direct and indirect costs related to the organization of the annual congress as well as ERSA running costs. Therefore, ERSA may be asked to cover part of its costs with present reserves.

These considerations indicate that in 2014 ERSA might not be able to further consolidate its financial situation and the financial year might close with a hopefully small loss, which will further reduce ERSA savings.

Needless to say, the Board will seek to ensure that the financial position of the Association does not weaken. To this respect, it becomes urgent to develop and implement an effective strategy to find alternative sources of revenues and sponsorships.

APPENDIX

Balance sheets per financial year

	2010	2011	2012	2013	2014 ^(*)
Income	345,777.62	444,346.33	262,076.06	336,494.14	295,404.50
Congress	308,793.85	352,719.47	246,827.00	324,252.00	283,404.50
registration fee	305,257.00	361,743.00	241,077.00	319,732.00	280,404.50
sponsor	4,800.00	6,163.32	6,250.00	5,900.00	3,000.00
Past Conferences	-1,263.15	-15,186.85	-500.00	-1,380.00	
ERSA membership	5,815.00	5,190.00	6,560.00	3,405.00	6,000.00
Summer school	27,507.14	20,100.00	5,000.00	5,790.00	6,000.00
registration fee	12,507.14	5,100.00		5,400.00	
sponsor	15,000.00	15,000.00		390.00	
Other income	3,661.63	66,336.86	3,689.06	3,047.14	-
Expenses	270,313.43	384,843.99	232,873.58	290,216.29	300,458.88
Congress	134,263.68	270,419.84	129,738.33	187,760.58	179,458.88
Summer school	21,522.60	3,500.00			15,000.00
Day by day office	17,931.55	7,092.74	19,031.87	12,603.92	20,000.00
IT expenditures	4,638.80	1,981.81	8,948.38	6,040.83	
furniture & equipment	117.41	156.66	6,019.95	454.43	
Gift members	508.61	366.90	373.25	1,787.05	
publication	10,732.89	1,307.11	2,815.67	3,265.03	
office materials	807.39	512.97	326.96	193.30	
others	1,126.45	2,767.29	547.66	863.28	
Employees	60,039.77	64,075.52	59,454.80	62,363.71	63,000.00
Fees	20,748.57	16,298.06	9,244.14	8,240.44	8,000.00
Accounting fee	974.05	4,749.26	3,114.90	2,430.29	
other fees	19,774.52	11,548.80	6,129.24	5,810.15	
travel & meeting	10,401.87	15,195.37	8,722.54	12,153.05	8,000.00
staff	7,346.25	9,396.07	6,576.51	8,943.42	
EOC/ERSAC	3,055.62	5,799.30	2,146.03	3,209.63	
Insurance and premises	5,405.39	8,044.84	6,365.23	6,718.86	7,000.00
rent office	2,500.00	2,500.00	2,500.00	2,500.00	
Ogone royalties	1,201.76	1,379.85	1,124.33	1,261.24	
civil liability	275.27	287.77	254.14	256.16	
fire insurance	35.92	36.76	96.04	121.99	
securex fees	1,392.44	1,970.13	1,904.89	2,097.53	
work accident		366.90	485.83	481.94	
Other expenses	0.00	217.62	316.67	375.73	
Result	75,464.19	59,502.34	29,202.48	46,277.85	-5,054.38
depreciation	5,589.32	6,168.32	1,550.77	579.00	
financial income	-	436.19	290.09	567.63	
financial expenses	6,837.41	6,192.52	3,907.09	4,915.61	
Result before tax	63,037.46	47,577.69	24,034.71	41,350.87	
tax	-	42.33	42.76	107.05	
Result after tax	63,037.46	47,535.36	23,991.95	41,243.82	

(*) Estimates

Financial situation

	2010	2011	2012	2013
Bank accounts	121,448.30	184,146.66	220,437.63	255,992.90
Italian account	30,339.60	50,241.00	-	-
Fortis-74	60,716.43	-	105.96	732.00
Fortis-82	30,311.66	133,762.45	220,315.62	92,480.73
Saving account				162,780.17
Petty cash	80.61	143.21	16.05	-

Meeting of the European Organizing Committee

St. Petersburg, February 8th, 2014

ATTACHMENT 5 – REPORT ON DEVELOPMENT OF THE REGION JOURNAL

REGION, the journal of ERSA powered by WU

Report to the EOC, February 2014

The setup of REGION, the open access journal of ERSA is well on the way. This concerns the technical as well as the organizational issues.

Technical issues

The software for managing the journal, the open source program Open Journal Systems (OJS), has been installed on the server <http://openjournals.wu.ac.at>. This server will be used for all the key processes, for collecting submission, for handling the review process, for monitoring and documenting the progress of the journal, for collecting papers in volumes and issues, for generating tables of content, and for distributing the necessary information to all important indexes and repositories. OJS is used by thousands of open access journals worldwide and supports all the above mentioned processes. Being open source and modular in design, OJS can also be adjusted to special needs (by changing code), extended through modules within the framework of the software, as well as expanded beyond the framework of the software simply by reading from the underlying database.

Currently, the setup of REGION in the WU installation of OJS is still incomplete. The main reason for that is that some of the key parameters of the journal that need to be specified in the setup have only been discussed and decided in the meeting of the editorial team on Feb. 3rd and 4th in Vienna. Some of these decisions need to be confirmed by the EOC in its meeting on Feb. 8th.

In addition to the journal REGION, a journal REGION–Testing has been created in OJS which allows the editorial team to do some real time testing of the software and the procedures. The test journal REGION–Testing will later be used for testing new setup options and feature before they are implemented in REGION.

In addition to this, an access restricted blog has been setup for the use of the editorial team. This blog will facilitate and document the discussion and communication concerning general and technical issues of REGION between the members of the editorial team.

Organizational issues

The editorial team of REGION has met Feb 3rd and 4th in Vienna for an intensive discussion of all the issues concerning REGION. The results of these discussions are written up in a number of documents:

1. The by-laws of REGION (as proposed by the editorial team – added to this document)
2. The list of tasks (added to this document)
3. Additional notes and text elements.

The following organizational points, which are not contained in the documents, have been discussed and decided in the meeting:

- **Internal organization of the editorial team:** The editorial team decided to try to operate as much as possible as a team. For the communication with the outside world and for the internal organization of the team, a managing editor has been nominated. For the initial period this managing editor is Roberto Patuelli.
- **Size of the editorial team:** For the initial phase the team intends to work in its current size (4 editors + 1 resource section editor). When need arises, the team will look for additional members.
- **Sections of the journal:** Besides the sections “Articles” and “Resources”, which were already defined in the FWF-proposal, the team has decided to add a “Young Scholars Letters” section. This section is designed following the criteria of the EPAINOS prize (33 years of age at most) and will publish short (“shall not exceed 3.000 words”) articles. These articles will be peer reviewed, but only by one external reviewer. The team also discussed other potential sections (“Policy”, “Teaching”, “Developing countries”). For the time being the team decided against these sections in order not to dilute the scientific character of the journal. Also, these topics may be better served by separate mutations of REGION (e.g., REGION – Policy, REGION – Teaching, etc.) rather than a section in the journal itself.
- **Acceptable formats of manuscripts:** The editorial team decided to accept manuscripts in the various variants of Word format (MS-Word, Open Office, Libre Office) and in LATEX. For both types we will develop templates for authors.
- **Other format specifications:** The editorial team decided to follow the format specifications of Papers in Regional Science, wherever possible. This implies the formatting of text, the style of citing and the formatting of references. Templates will be developed for Endnote and other reference management software.
- **Language editing:** The editorial team decided that REGION will NOT pay for language editing. For papers which are acceptable for publication content-wise, but need language editing, the responsible editor will request from the author that the paper is language edited by a native speaker and offer to organize language editing for the author AT THE AUTHOR’S EXPENSE. The editorial team feels that this is an important policy in order to keep the costs of the journal under control and that this policy is acceptable given the open access character of the journal.

- **Initial promotion of the journal:** The editorial team attempts to start the journal (call for submissions) in early March 2014, so that a first issue will be available by the ERSA conference in St. Petersburg. The team is fully aware that it will require a substantial effort by the team, the editorial board, the EOC and ERSA to motivate scholars to submit to this new journal. The team members have started to collect names of prominent scholars that they will approach personally for contributions. For the first issue the team would like to have brief statements from the president of ERSA and from the rector of WU. The team will prepare an Editorial about the journal, its policy, and its significance for Regional Science.

Rules governing REGION, the journal of ERSA powered by WU

Proposal provided by the editorial team of REGION

1. Objectives

REGION is the official journal of the European Regional Science Association (ERSA). It shares its principles and general objectives: the advancement of regional science and related spatial areal studies. The journal shall operate as an objective scientific body without political, religious, social, financial or national bias.

REGION promotes acquaintance and discussion amongst members of the Association and with scholars in related fields, by stimulating high quality research through the publication of academic studies.

2. Intellectual Property

REGION is founded to be an electronic and open-access journal, with the aim of promoting the free access to all scientific knowledge. The copyright and licensing information will be clearly described on the journal's Web Site and licensing terms shall be indicated on all published articles.

3. Organs of the journal

The bodies of REGION are the Editorial Team and the Editorial Board.

The journal may select a Managing Editor.

The Editorial Team will operate independently within the guidelines identified by this Regulation.

4. Appointment and duties of the journal's organs

Editorial Team

- a. The management of REGION is entrusted to the Editorial Team.
- b. The Editorial Team is composed of a number between 4 and 7.
- c. To ensure independence of the journal and to avoid potential conflicts of interest, any member of ERSAC may not simultaneously be member of the Editorial Team of the journal.
- d. Following the ERSA principles, the members of the Editorial Team cannot be chosen following political, religious, social, financial or national bias.
- e. The new members of the Editorial Team are appointed by ERSA, based on the Editorial Team proposal. The appointment is decided on the ERSAC. In the case of conflict, the Editorial Team will propose additional names.
- f. The members of the Editorial Team are appointed for three years and may be renewed once, up to a maximum of two terms. After the start-up phase, it is recommended that every year one member of the Editorial Team is replaced.
- g. The term of office beginning on January 1 of every year.
- h. In case of resignation of a member of the Editorial Team, it may be replaced until the end of three years by a new member appointed by the same procedure.

- i. The Editorial Team will be free to choose the Managing Editor between its members. This position can only be hold for a maximum of three years.
- j. In case of serious reasons for non-compliance, the ERSAC can remove one or more members of the Editorial Team. In case of exigent circumstances the EOC can remove temporarily a member of the Editorial Team. This case has to be reported to ERSAC.

Editorial Board

- a. The Editorial Team is assisted by an Editorial Board which aims to ensure the scientific level of the journal and periodically to provide advice and support. Its mission is to promote the dissemination of the journal and to attract national and international collaborations.
- b. The Editorial Board is composed of renowned scientists in regional science (belonging or not to RSAI).
- c. The Editorial Board is proposed by Editorial Team and appointed by ERSAC.
- d. The Editorial Board members are appointed for five years and may be renewed once, up to a maximum of ten years.
- e. The term of office beginning on January 1 of every year.

The Managing Editor of the Editorial Team

- a. The Managing Editor will be responsible for reporting to ERSAC. The Managing Editor may be replaced by another Editor when needed.
- b. The Managing Editor will represent the journal in any public or private call for finding support of the journal.
- c. At its convenience, the Editorial Team can create additional positions (Technical Director, Book Editor, etc.).

5. Costs and revenues

- a. WU and ERSAC – supported by the ERSAC secretary and the Editorial Team – will undertake to generate revenues for the journal.
- b. Every partner will handle the costs and revenues of REGION in a separate set of accounts, outside of its general budget, and make it fully transparent to the other partner.
- c. Revenues of REGION generated by one partner will primarily be used to cover this partner's costs of operating REGION.
- d. In the first three years, REGION shall be operated within the budget provided by the FWF grant.
- e. During the start-up phase of the journal, the partners will develop an agreement about how to secure the funding of REGION and about how to divide profits generated by the journal.

February 4th, 2014

Who does what and when

1. Editorial
 - a. background – **Vicente**
 - b. generic aim
 - c. Specific objectives: innovativeness, young, open access, resources, interactive... If possible, relate it with new directions in academic journals in other fields
 - d. What is possible to publish in the journal. What kind of submissions are we looking for. Operationalization
 - e. Explaining a bit the sections: resources, young letters...
 - f. Editorial team, with a managing editor
2. Big names: list and approach. Editorial Board + additional names (5–6). **Every one of us** should think on people. We share the names not to email people twice. Open a post on the blog to share these names. During February.
3. **Gunther** reports to the EOC: 8th Feb
 - a. By laws
 - b. Financial issue and relationship between ERSA and WU and FWF
4. Communication to the Ed Board: we are already working 12th Feb – **Roberto**
 - a. We are already working
 - b. We need papers
 - c. Please, assist us in review
 - d. Promote the journal
 - e. Organize special issues
5. Revised version of the system: on 21st February we will have a first definitive version of the journal. **Gunther**
 - a. Journal policy (English revise)
 - b. Editorial team
 - c. Creative Commons license
 - d. Emails for authors, reviewers, second revisions, etc: revise templates of these emails.

e. WE ALL REVISE

6. Call for papers: early March. Logo and image decision: St Petersburg 8th Feb. Colour: ERSA Blue + Hexagons. REGION [Capital letters] The Journal of ERSA, powered by WU. **We do it when** we have ready the Editorial
7. Produce a pair of couple of minutes videos for explaining how to submit or review a paper through the system. **Technical assistant (audio) + Gunther**
8. Test more on the submission on the testing version of the journal
 - a. Firstly **we** all test the system
 - b. At a final stage **we** will ask our students to test it.
9. ISSN inscription: Gunther
10. Indexing lists:
 - a. We have a list indexing
 - b. Repec, Econlit, Scopus [**Vicente asks**], ISI [**Vicente attends a session on Feb 6th**]
 - c. ...
11. Templates for Word, Latex [**Gunther**] and Endnote [**Roberto**]
12. Young Scholar Letters [**Sierdjan**] : description. Epainos prize requirements + Letters requirements
13. Resource Section [**Julia**]
14. Ethics: **Vassilis**