

Susanne.

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MILJØKONTROLLEN
07. NOV 2006 033466
SAGNR. 1602 - 463201



LIFE Project Number
LIFE04 ENV/DK/000071

Request for project modifications

Reporting Date
30/10/2006

LIFE PROJECT NAME
Dogme 2000 - a model for environmental management at the municipal level

Data Project

Project location	Copenhagen
Project start date:	01/10/04
Project end date:	01/12/07 Extension date 01/12/07
Total Project duration (in months)	38 months, Extensions 0 months
Total budget	€ 1,019,351
EC contribution:	€ 509,675
(%) of total costs	50%
(%) of eligible costs	50%

Data Beneficiary

Name Beneficiary	City of Copenhagen
Contact person	Mrs Susanne Boiesen Petersen
Postal address	Kalvebod Brygge 45, 1502 Copenhagen V
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Executive summary

In general the project is being executed as anticipated. All activities and outputs will be as anticipated in the Commission decision. All reports to the Commission have been submitted as anticipated and have been approved, including the interim report. However, unforeseeable events have led to the formulation of a request for project modification.

The most important change is a change of legal status of one of the participants in the project. Major changes in local governments will be implemented in Denmark, effective on 1 January 2007. One participant, Herning Municipality, will be merged with three other municipalities to form one larger municipality. The original participant will therefore cease to exist on 31 December 2006. The merged municipality, known as New Herning Municipality, has agreed to take over all activities and responsibilities of Herning Municipality. Therefore the replacement of the legal partner is due to legal formalities rather than actual changes in the project.

There are two types of financial changes in the request for project modification. An external expert has been included to help with setting up procedures for the project execution. This has enabled a smoother project execution and more clear reporting to the Commission. The inclusion of the external expert is to ensure that the costs incurred by using the expert are eligible in the project cost. Further, during the initial stage of the project a number of typing errors were identified in the original project proposal. As requested by the Life Unit the corrected forms are included in this request for project modification.

Introduction

The objective of the project is to develop the Danish Dogme model for environmental management to suit other Danish and European municipalities wishing to implement environmental management at the municipal level. The outcome of the project will be the development of a range of models for management of various technical environmental areas. The models will be collected in a Dogme handbook for the use and inspiration of other Danish and European municipalities wishing to implement environmental management at the municipal level.

In general the project is being executed as anticipated. All activities and outputs will be as anticipated in the Commission decision and all reports to the Commission have been approved. However, unforeseeable events have led to the formulation of a request for project modification.

The request for project modifications consists of two types of changes. The changes were unforeseeable at the time of the Commission decision, but were foreseen in Progress Report 1. The progress report was accepted by the letter from Philip Owen, head of the Life Unit, dated 5 August 2005. In his letter he asks for a formal request for project modification once the precise consequences of the changes are known. The consequences are known now and hence the request for project modification is submitted now. No further needs for project modifications have been identified from the time of Status Report 1 and until now.

The two types of changes are:

- Partner modification due to change of legal entity
- Modification of budget and financial forms

The changes are described in detail below.

Change in legal status of Herning Municipality

A reform of local governments will be effective on 1 January 2007. The reform will in general increase municipal power and responsibilities. The reform stipulated requirements regarding the size of the new municipalities. Then, it was up to the municipalities to agree on mergers to create larger and sustainable units. The number of municipalities was decreased from 271 to 98 in order to ensure that the new units were sustainable.

Four of the five partners participating in the LIFE DOGME2000 project already had a sufficient size according to the general guidelines of the municipal reform. However, Herning Municipality merged with three small neighboring municipalities to form a new legal entity. This means that one of the participants in the project will cease to exist on 31 December 2006.

The new Herning Municipality has decided to enter the LIFE DOGME2000 project and take over all the responsibilities of the old Herning Municipality. Therefore the change in legal status will not have any effect on the execution of the LIFE DOGME2000 project, given that the request for project modification is accepted by the Commission.

The specific objectives and tasks in the project will not be affected because of the change in legal status. However, in general the municipal reform will have a positive impact on the execution of the LIFE DOGME2000 project, since some of the new responsibilities are within the fields of administration of the environment and human health. With more responsibilities it is easier to have a greater impact with respect to creating sustainable cities.

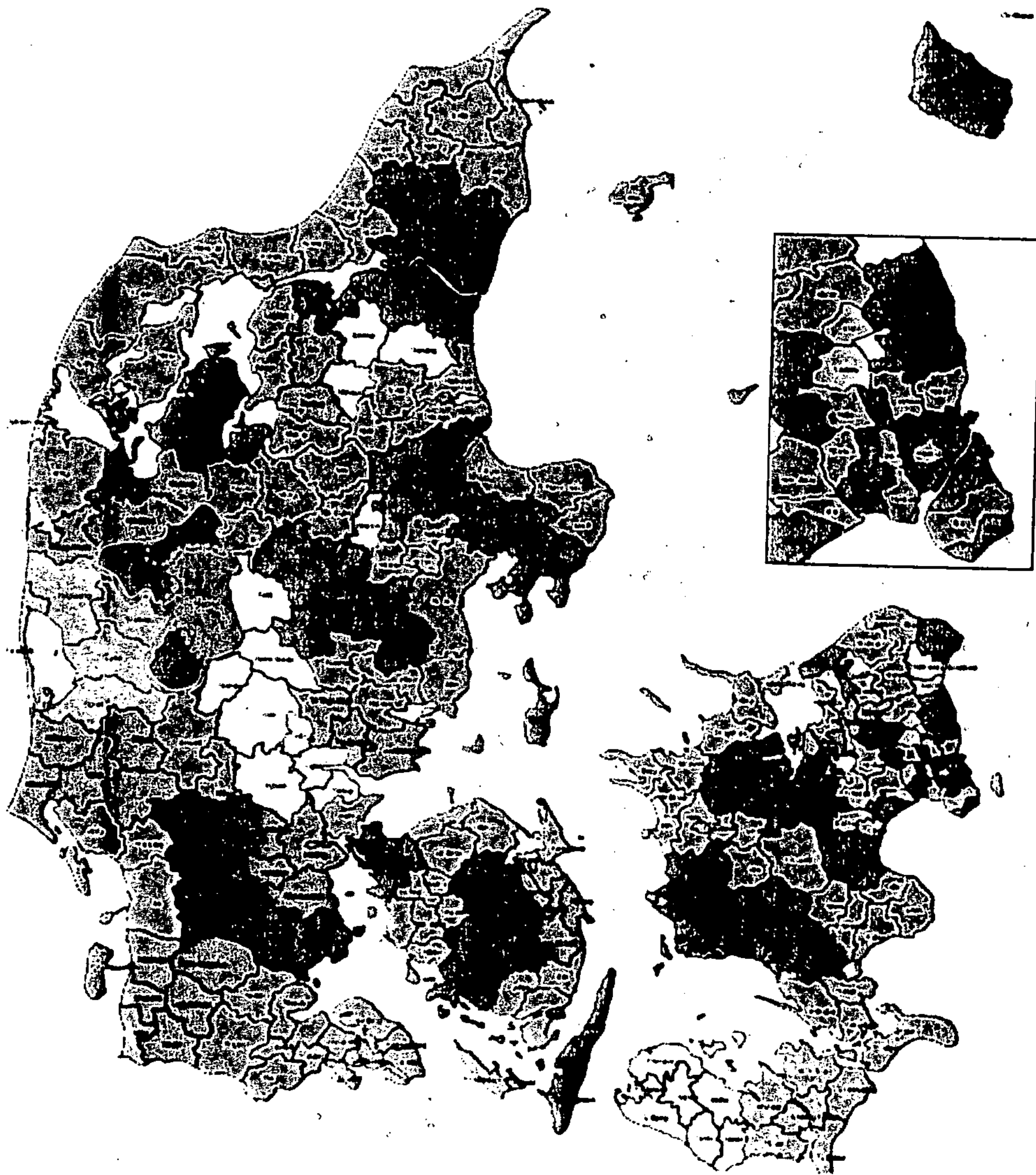
It is suggested that financially the new Herning Municipality takes over all costs incurred by the old Herning Municipalities since they will also take over all the activities performed by the old Herning Municipality.

The changes are related to the following forms:

- A2, Partner Profile Information, page 4 of 6
- Form 1 Declaration of partners, page 4 of 6

These forms are enclosed in the Annex.

Below the map of the new municipal structure is shown.



Map of Denmark showing the new municipalities. The four old municipalities forming the new Herning Municipality are marked in red.

Changes in budget and financial forms

Two financial modifications were foreseen Status Report 1. The changes are discussed below.

Inclusion of COWI A/S as external assistance

The LIFE DOGME2000 project is the first project where the beneficiary is lead partner in a project co-financed by the Commission. It has proved to be of great help to acquire external assistance for setting up procedures for the project execution. The assistance is related to setting up procedures for reporting between the participants in the project, reporting to the Commission and setting up the contracts needed for execution of the project. The external monitoring team was informed hereof and has stated that costs for this are eligible, provided that the overall costs remain within the budget. Further, the external monitoring team gave the advice that the changing of the budget should be included if a request for project modification was to be submitted. The funding of the external expert has been allocated by reducing other costs related to external assistance. As such the total costs related to external assistance remain unchanged.

The changes are related to the following forms:

- F5, Page 1 of 1

The form is enclosed in the Annex.

Typing errors in the financial forms

When setting up the contracts between the beneficiary and the other participants in the project it was acknowledged that there were typing errors in Forms F3 and F4 and the Form 1 Declaration of partners. None of the typing errors are related to the totals and therefore all consolidated statements, notably Forms F0 and F1, are correct. The corrected forms have previously been submitted as part of Progress Report 1. In the letter dated 5 August 2005 Mr. Bruno Julien states that the forms should be resubmitted as part of this request for project modification.

The execution of the project is in general progressing as anticipated also with respect to spending of total and eligible costs. It is foreseen that the final project costs will all lie within 10% of the originally foreseen expenses for each of the budget lines. Therefore no further changes have been added to the financial forms.

The changes are related to the following forms:

- F3
- F4
- Form 1 Declaration of partners, page 5 of 6
- Form 1 Declaration of partners, page 6 of 6

The forms are enclosed in the Annex.


Annex

The following forms are changed because of the request for project modification:

- A2, Partner Profile Information, page 4 of 6
- F3
- F4
- F5
- Form 1 Declaration of partners, page 4 of 6
- Form 1 Declaration of partners, page 5 of 6
- Form 1 Declaration of partners, page 6 of 6

The revised forms are shown below.

ANNEX

LIFE-Environment demonstration projects		FORM A2. Partner profile	Page 4 of 6
 EUROPEAN COMMISSION ENVIRONMENT DG	FOR COMMISSION USE ONLY		LIFE ENV/

Project Acronym	DOGME
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A2. Partner Profile Information

Short Name ²	Herning	Participant No ³	5
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Legal information on the partner		Legal Status ⁵
Legal Name ⁴	Municipality of Herning	
VAT No ⁶	29872538	Private structure <input type="checkbox"/> NGO <input type="checkbox"/> Public Institution <input type="checkbox"/> Public authority <input checked="" type="checkbox"/>
Legal Registration No ⁷	29872538	

Legal address of the partner

Street Name and No	Torvet 1	PO Box	
Post Code	DK-7400	Town/City	Herning
Country Code ²⁸	DK	Country Name	Denmark

Partner contact person information (complete only on differences)

Title ⁹	Engineer	Function ¹⁰	Head of Department
Family Name	Bentzen	First Name	Mogens Rytter
Department / Service Name ¹¹	Environmental Department		
Street Name and No	Torvet 1	PO Box	
Post Code	DK-7400	Town/City	Herning
Country	Denmark		
Telephone No	+45 96282828	Fax No	+45 96288018
E-mail	teknik@herning.dk	Website	www.herning.dk

Address of the main department of the partner carrying out the project (complete only on differences)

Street Name and No		PO Box	
Post Code		Town/City	
Country			
Department / Service Name			

Partner details

Year ¹²	N/A	Annual Balance Sheet Total ²⁹	N/A
Annual turnover ¹³	N/A		
Number of employees ¹⁵	6660		

Number of employees in department conducting project ¹⁶	37
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Is Your Organisation independent (Yes or No) ¹⁷	Yes
--	-----

If No, please indicate legal name(s) of owner(s) who own 25 % or more ¹⁸	
---	--

Is Your Organisation affiliated to any other participant(s) in the project? (Yes or No) ¹⁹	No
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If Yes, please indicate Participant Short Name(s) and character of affiliations(s) ²⁰	
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Project Acronym : DOGME

F8. Direct Personnel costs

Beneficiary/ Partner number	Category ¹¹⁷	Calculus ⇒	A Day rate ¹¹⁸	B Number of person days ¹¹⁹	C = B / Productive days per month Number of person months ¹²⁰	A x B Direct personnel costs ¹²¹	% of Total personnel costs ¹²² for project
1	Leading technical collaborator		330	46	2,6	15.180	2
1	Technical collaborator		205	1064	61	218.120	29
1	Economy management		150	129	7,4	19.350	3
2	Leading technical collaborator		330	46	2,6	15.180	2
2	Technical collaborator		205	472	27	96.760	12,5
2	Economy management		150	43	2,5	6.450	1
3	Leading technical collaborator		330	46	2,6	15.180	2
3	Technical collaborator		205	472	27	96.760	12,5
3	Economy management		150	43	2,5	6.450	1
TOTAL (sum above) ⇒							


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Project Acronym DOGME

F3. Direct Personnel costs

Beneficiary/ Partner number	Category ¹²³	A Day rate ¹²⁴	B Number of person days ¹²⁵	C = B / Productive days per month Number of person months ¹²⁶	A x B Direct personnel costs ¹²⁷	% of Total personnel costs ¹²⁸ for project
4	Leading technical collaborator	330	46	2,6	15.180	2
4	Technical collaborator	205	472	27	96.760	12,5
4	Economy management	150	43	2,5	6.450	1
5	Leading technical collaborator	330	46	2,6	15.180	2
5	Technical collaborator	205	472	27	96.760	12,5
5	Economy management	150	43	2,5	6.450	1
6	Leading technical collaborator	330	20	1	6.600	1
6	Technical collaborator	205	30	2	6.150	1
7	Leading technical collaborator	330	20	1	6.600	1
TOTAL (sum above) ⇒						

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LIFE-Environment demonstration projects		Form F4.	Page 1 of 2
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		LIFE ENVI	

Project Acronym	DOGME
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F4. Travel costs in Euro ¹³⁵

Beneficiary/ Partner number	Destination ¹³⁶	Outside Europe (Y/N) ¹³⁷	Reason for travel ¹³⁸	Calculus ⇒			% of total project travel and subsistence costs ¹⁴²
				A Travel costs ¹³⁹	B Subsistence costs ¹⁴⁰	A + B Total Travel and subsistence ¹⁴¹	
1	Project area	N	Meetings in project groups	6.674	1.608	8.282	14
1	Brussels/Europe	N	Participation in meetings	1.111	215	1.326	2
2	Project area	N	Meetings in project groups	4.776	1.503	6.279	10
2	Brussels/Europe	N	Participation in meetings	886	215	1.101	2
3	Project area	N	Meetings in project groups	4.776	1.503	6.279	10
3	Brussels/Europe	N	Participation in meetings	886	215	1.101	2
4	Project area	N	Meetings in project groups	4.776	2.309	7.085	12
4	Brussels/Europe	N	Participation in meetings	886	215	1.100	2
5	Project area		Meetings in project groups	4.776	2.309	7.085	12
TOTAL (sum above) ⇒							


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Project Acronym **DOGME**

F5. External assistance costs in Euro ¹⁵¹

Beneficiary/Partner No	Provider / procedure ¹⁵²	Description ¹⁵³	Costs ¹⁵⁴	% of total project external assistance costs ¹⁵⁵
I-5	Direct treaty	Consultancy on elaboration of audit-model for Dogme 2000	6.711	14
I-5	Direct treaty	Consultancy on layout and text for the Dogme-handbook	4.067	9
I-5	Direct treaty	Translation of Dogme-handbook	4.698	10
I-5	Direct treaty	Layout booklets	1.879	4
I-5	Direct treaty	Translation of web site texts	1.342	3
I-5	Direct treaty	Translation of booklets	537	1
I-5	Direct treaty	Translation of progress-, interim and final reports	8.423	18
I-5	Direct treaty	Printing of Dogme-handbook	5.369	11
I-5	Direct treaty	Printing of booklets	2.685	6
I-5	Direct treaty	Setting up procedures for project management	11.000	24
TOTAL (sum above) ⇒			46.711	100

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LIFE-Environment demonstration projects		Form 1 Declaration of partners	Page 4 of 6
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Declaration of technical and financial commitment of the partner(s)

Legal Name and legal status: Municipality of Herning

Public Authority

Financial Commitment

Amount of funding foreseen: 80.507 €

Responsible for the following actions:

Project leader for the technical task Model for green accounts and participant in the managing project group and in all work groups.

Provisional cost of these actions (EURO): Approx. 155.000 €

Percentage of total project cost (%): 15 %

Status of financial and technical commitment/s¹⁸⁹

The participation is approved by the political committee (Technical Board)


Name of authorised person : Technical Director Jørgen Marstrand

TEKNIK OG MILJØ

Rådhuset
7400 Herning



Authorised stamp and signature (mandatory)¹⁹⁰ :

LIFE-Environment demonstration projects		Form 1 Declaration of partners	Page 5 of 6
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Declaration of technical and financial commitment of the partner(s)

Legal Name and legal status: Stadtverwaltung Neumünster

Public Authority

Financial Commitment

Amount of funding foreseen: 12.750 €

Responsible for the following actions:

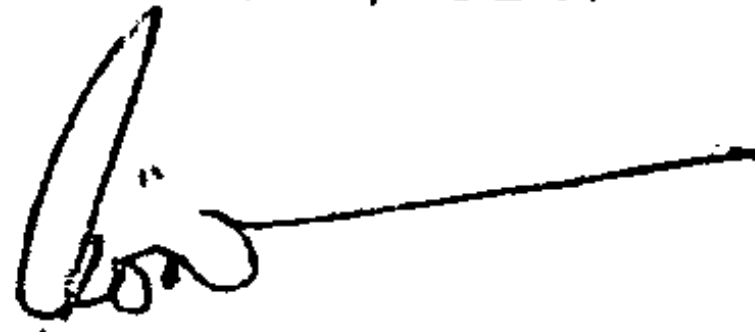
Will be a participant in the group of external partners contributing with technical inputs to the project activities.

Provisional cost of these actions (EURO): Approx. 20.000 €

Percentage of total project cost (%): 2 %

Status of financial and technical commitment/s¹⁹¹

Name of authorised person : B. Mörst, FBL VI



Stadt Neumünster

Der Oberbürgermeister


Fachbereich VI

**- Stadtentwicklung
und Zukunftsaufgaben -**

Postfach 2640 + 2660

24534 Neumünster

Authorised stamp and signature (mandatory)¹⁹² :

LIFE-Environment demonstration projects	Form 1 Declaration of partners	Page 6 of 6
 EUROPEAN COMMISSION ENVIRONMENT DG	FOR COMMISSION USE ONLY	LIFE ENV/

Declaration of technical and financial commitment of the partner(s).

Legal Name and legal status:
 Siauliai City Municipality Administration

Local Authority

Financial Commitment
 Amount of funding foreseen: 12.750 €

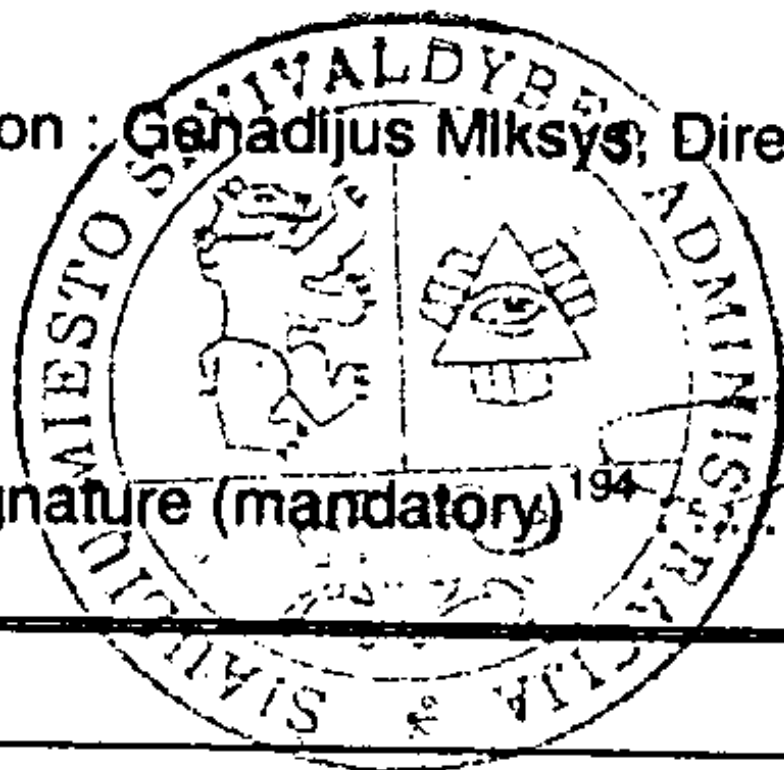
Responsible for the following actions:
 Will be a participant in the group of external partners contributing with technical inputs to the project activities.

Provisional cost of these actions (EURO): Approx. 20.000 €
Percentage of total project cost (%): 2 %

Status of financial and technical commitment/s¹⁹³

The contribution will be with technical inputs (in-kind) to the project activities.

Name of authorised person : Genadijus Miksys, Director of the City Administration



Administracijos direktorius
GENADIJUS MIKSYS

Authorised stamp and signature (mandatory)¹⁹⁴