

Repair Partnership Kick-Off Meeting

HILTON ZURICH AIRPORT
26 February 2009



Welcome and Introductions



Welcome and Introductions

- Brief personal introductions
- Special mention of new partners
- Introduce Lead Expert who will represent Thematic Expert team
- Appoint a Project Partner to Chair the Meeting



Activities and expectations of the partnership

Re-focus on what the project aims to achieve and how

- Policy Framework
 - 'Starting Point' / draft document
 - Working groups
 - Consultation & Review Process
- Publicity event
- Mini local action plan versus complete local action plan?
- Peer review of local action plans
- Working with Urbact local support groups
- Involving Managing Authorities
- Pilot Regeneration Actions
- Final dissemination events Partner & Project level
- Evaluation of the project
- Progress reports



What's new since Kaunas?

- Change of project start / end date
 - **21 Jan 09 to 21 July 2011**
- Activity schedule changes
 - **Kick off meeting Feb 2009**
 - **Pillar I WG moved to March 2010**
 - **Thematic Expertise meeting Jan 2009**
- Use of doodle
 - **Dates proposed and confirmed for the next two Working Groups (Utrecht & Karlskrona)**
- Update: UAI Conference; Approval and modifications; Subsidy contract, Press releases & Thematic Expert team



Policy Framework

- What is a Policy Framework?
- Why do we need one?
- How will it be used and who will it be used by?
- Why four pillars?

Led by Clem Smith



Developing a Policy Framework

- Making the best use of our thematic expertise team
 - Individual functions of each expert
- Working Groups
 - Function of our ULSG's
 - Responsibilities of Project Partners
 - Responsibilities of Experts
- Impact on Local Action Plans
- Consultation & Review process



Building a Policy Framework

Structure of Working Groups

- Discussion groups / Tours?

Preparation activities

- Project Partners?
- ULSG? – Mini local action plan concepts
- Thematic Expertise?

Follow up activities

- Mini local action plans
- Thematic report



Led by Paulius Kulikauskas



Lunch Break



Animation of Local Support Groups

- Animation of local support groups
- Involve your managing authorities
- Composition of groups, meetings and local action plan concepts
- URBACT LSG Training
- ULSG Tool Kit
- Local action plan concepts
- Q&A

Led by Vincent Jasper



Local Action Plans

Each partner will create a Local Action Plan relevant and specific to their own location.


This LAP will challenge local strategies on this topic 'Realising the sustainable socio-economic re-use of former military heritage sites'

The LAP could be a mixture of short, mid or long term actions. e.g.

- Consult local people/stakeholders
- Influence transport policy
- Feasibility study to advise on developing policies and actions to create local jobs for local people

This will be up to you and your ULSG!





Planning Working Group for Pillar II & Publicity Event

Content, audience, speakers, participants and communication for the First Working Group meeting & Publicity Event to be held in Medway 18/21 May 2009

Scale of the event, outputs to be achieved, pre and post publicity, involvement of Managing Authorities, URBACT, DG and politicians

Working Group - 25-30 People (Min of 2 from each partner area 1 ULSG + 1 Partner)

Publicity Event - 60 People Include political and or managing authority representatives alongside ULSG members

Led by Clem Smith and Paulius Kulikauskas



Proposed Programme

- **Mon 18**
 - Am: Travel to Medway
 - Pm / Eve: 1.5hr meeting followed by dinner with welcome from local politician
- **Tues 19**
 - Am: Working group/discussion..?
 - Lunch & Tour
 - Pm: Working group/discussion..?
 - Eve: Informal dinner
- **Wed 20**
 - Am: Conclusions and summary for Thematic Report
 - Am: Partner MA / political representatives arrive?
 - PM: Lunch & Special tour
 - Eve: Publicity Event with press
- **Thurs 21**
 - Travel home



Reporting Procedures and Expenditure Control

- Presage CTE
 - Phase I completed 31 March 09
 - Create project (Phase II) in Presage
 - Guidance notes issued to finance officer?
 - One to one phone calls with each partner?
 - Urbact II training event
 - 1 day meeting for finance reporting matters?
 - Reporting common cost expenditure?
- Certifying Body
 - Complete approbation forms and checklist
 - Acquire log in and password
- Managing Budgets
 - Control of expenditure within budget lines and activities
 - Reprogramming if required
- Q & A





Communication Plan

- Agree how 'non partners' and other interested parties can be involved
- How will we coordinate communication of developments, news and events?
- Can we use virtual meetings to improve communication between us? (e.g. Gotomeeting.com)
- Webpage
- Repair project Forum

Led by Vincent Jasper



The Importance of Team Work

Lessons

- We can't do it on our own. We need the support of our colleagues and the help of those who are not in our immediate vicinity. We need to work together to achieve our common goals.



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