

ULSG survey activities

Collected raw data for call 2 project

An online survey has been launched in October 2010 among all URBACT partners focused on the way partners had set up their ULSG, how they were running their ULSG, difficulties they could meet, possible good practices, etc.

A total of 156 partners took part to the survey out of 267 partners (call 1 and 2), meaning a response rate of over 58%.

Here are the complete results of the survey concerning the call 2 projects.

Your ULSG structure

1. Does your ULSG build on an existing body (Group that already exist prior to URBACT project)?

- Yes 30 %
- No 73 %

If so, please specify the kind of structure, composition and purpose of this group:

- The ULSG involves those who sit on the larger neighbourhood management group.
- The base organization of the ULSG falls in the existing members who signed the Local Agreement of Sabadell in 2008. This is a working group in which the main local entities agreed to work towards the improvement of employment policies. This group has not a "hard structure" and it uses to meet when Promocio Economica de Sabadell SA calls a meeting in order to discuss economic and social issues. ULSG is also formed by members forming part of the Local Agreements.
- The ULSG are all people needed to realise the existing noise action plan and to work out the following one.
- Part stakeholders / part members of municipality.
- To exchange strategic information about conversation of the built heritage of Delft.
- The ULSG is put together by combining two existing bodies.

2. Is your ULSG composed of a core ULSG and an enlarged ULSG?

- Yes 31%
- No 76%



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If so, what are the main tasks devolved to each group?

- A few members (3 out of 13) cannot attend meetings but are informed by mail or by other members.
- Despite there ULSG has been extended during the first months of the projects it is not foreseen to work in 2 different groups.
- Well, it is formulating now, but seems to me that there is a core group, and a larger group. Possibly we can make sub-groups thematically.
- The core ULSG is responsible to implement the noise action plan, the enlarged ULSG (resulting from the participation process) is important for public support.
- Input of specific knowledge.
- Each group is organized to thematic focuses.
- To take knowledge (general group) / to work on the project (smaller group).

3. Are there thematic sub-groups, with different members, working on a different dimension of the LAP?

- Yes 47%
- No 53%

4. Has the composition of your ULSG changed since the beginning of the project?

- Yes 48%
- No 55%

If so, explain how and why

- It hasn't change until now but will suffer changes as we are going to invite some new members besides the existing ones.
- At the beginning the ULSG consisted of the core officers involved in the project but it has now expanded to utilize the expertise of those working in the local area. Glasgow was asked to be partner late into the project development therefore we had some catching up to do in terms of the development of our LSG.
- One person was no longer interested (he found other ways to achieve his goals). One person changed position en is replaced by another.
- It is currently extending to involve universities.
- The implementation of the noise action plan is a dynamic process. All the institutions and persons being helpful should take part in the ULSG.
- Enlargement depending:
 - Of the project's increasement
 - Of new thematic approached
 - Of the will to spread the approach of coresponsibility
- Stakeholders were added on the basis of the evolution of the LAP and the issues to be covered.
- The changes are minor due to personal changes (maternity) and organization changes.
- Enlarged with local coordinator and change of name Head of municipal board for education.
- New members have been added and some members have withdrawn due to their organization ceasing to exist following government funding cuts.

- The division in two groups in new (for practical reasons).
- We received new members after the promotion of the project new organizations were interested in being part of ULSG.
- The composition of the ULSG will be most probably changed after local and regional election to be held on November 21st.
- Because new and important members have been identified.
- 2-3 members had changed, but the ration of representation of the main stakeholder groups remained unchanged. Substituting members who ceases to be active with new ones provides of the ULSG certain dynamics. I assume that the composition of the ULSG is likely to change during the implementation phase to some extent. In the course of the project we try to extend the involvement to weak/silent stakeholder groups also.
- There were some personal changes due to local elections and change of people.

Your ULSG activities

1. What will be the frequency of your LSG's meetings?

- | | |
|----------------------|-----|
| • Weekly | 5% |
| • Monthly | 21% |
| • One every 2 months | 74% |

Other

- Every three months.
- Once every 3 months.
- When needed.
- Twice a year.
- On demand more frequently.
- It depends on the needs.
- Vary between every two to three months.
- Every half a year.
- After each partner's transnational meetings.
- Once every 3 months (intended).
- Minimum 12 times – once before every thematic meeting and once after
- Once every three months.
- Every 6 weeks.

2. Who will be the animator of your meetings?

- | | |
|--------------------------|-----|
| • The ULSG coordinator | 96% |
| • An external consultant | 18% |

Other

- Local expert.
- It is foreseen that during the previous months to Sabadell ESIMEC transnational meeting an external consultant will help in some issues, not sure yet.
- Both of them.
- For the enlarged ULSG the citizen's initiative.

- Members of the ULSG for the subgroups.
- External consultant for the sub-group dedicated to economy.
- The local project coordinator.
- Coordinator will coordinate the meetings; external consultant will do the content part.
- Cash coordinator.
- So far the local project coordinator and the head of the planning department animated the meetings.

3. Will elected representative take part to the ULSG meetings?

- Yes 65%
- No 35%

4. Will representatives of the Managing Authority of the Operational programmes take part to the ULSG meetings?

- Yes 43%
- No 60%

5. What are the main activities planned for your ULSG?

	Yes	No
• Co-production of the LAP	90%	10%
• Consultation on draft versions of the LAP	97%	3%
• Validation of the LAP	90%	10%
• Preparation of inputs for transnational exchange meetings of the project (e.g. case studies)	79%	21%

Other

- Implementation of measures to develop active travel in Norderstedt.
- Local dissemination.
- Capitalization and dissemination.
- To participate drafting articles for newsletters.
- Building capacity of ULSG.
- Activating the stakeholder group they represent to express their opinion.

6. Do you foresee any translation of URBACT documents in your national languages?

- Yes 60%
- No 43%

7. Will some of the ULSG members travel to:

	Yes	No
• Any other city partner events	82%	18%
• Any transnational seminar	75%	25%
• Any URBACT programme event	59%	45%
• Other international meetings related to the project	54%	46%

Please expand on how/who will take part:

- Being a city with no experience and measures on going with regard to EVs implantation, all ULSG members have a lot to learn before clearly understanding what benefits EVs can bring out. The ULSG members are all involved in related domains of activity, but gathering and correlating the overall knowledge and information existent, plus acquiring experience from other partners is our target. The most relevant members who bring important contribution to outlining and drawing up the LAP have been and will be invited to participate in any event that is organized in EVUE project.
- Relevant members will take part transnational meetings relevant to the themes being discussed. In addition, the project co-ordinator will attend every meeting.
- It is foreseen to involve them in all the possible transnational and consorted activities in order to import new ideas.
- We emphasised very much their role in exchange and learning activities. So, we planned more travel costs for ULSG members.
- It depends on the situation (time, topics, expected benefits), who else will take part in events we don't know until now.
- Members of ULSG have already come to a transnational meeting in Mulhouse. For others, we don't now yet.
- It is not the case for the moment, but it is planned to send at least one member to each of the 6 CASH thematic seminars hosted by a CASH partner.
- Each sub-group work programme is leaded by a thematic coordinator. This thematic coordinator will be invited to participate to the thematic meetings.
- Local coordinator and leader og ULSG. We are organizing a transnational workshop and attended the first meeting in Phase II.
- It depends on the theme.
- According to the overall theme of the ESIMEC transnational events, relevant members to the ULSG will attend depending on availability.
- In LINKS thematic meetings.
- Different members of ULSG will take part based one the theme of the event/meeting-according with each members specialization.
- Particular members of ULSG depending on the subject of a meeting. We suggest so called active participation i.e. discussion, proposals, presentation of case studies.
- A different member of ULSG will take part in every thematic seminar hosted y the project partners according to the schedule.
- Together with the representatives of the partner organization they attend study tours and transnational workshops partly with a tailored programme.
- Depends on the theme of the meetings, events, etc and ULSG member expertise.
- Depends on programme and issues of meetings.
- Some ULSG members will attend some thematic seminars.

Your links with transnational level

1. Is it foreseen that your ULSG will meet:

	Yes	No
• Before the project transnational seminar to prepare inputs	83%	17%
• After the project transnational seminar to get feedback	96%	4%

2. What will be the ULSG inputs for transnational activities?

- Case studies 59%
- Drafts on LAP 70%

Other

- Where appropriate: presentations, news article etc.
- Exchange experience from the development of infrastructure and implementing the use of EV's in Norway.
- Preparation for the meeting, together with the ULSG member that will join.
- Mainly interests, so we try to feed their interests regarding the LAP target area during a transnational meeting.
- Implementation of measures being part of the existing noise action plan.
- Comments on the background papers sent by the lead expert to prepare the thematic seminars and inputs to the TS programme (needs, knowledge transfer and case studies if relevant...).
- Methodological approach and dissemination potential (particularly according to the constitution of local networks involved in the LAP).
- Examples of good practise, direct participation.
- Any other documents necessary for the transnational activities.
- Prepare questions and what to look/listen/ask for by those who are participating, discussing, and volunteering to take part.

3. Do you intend to organize feedback from transnational meetings and other project activities to your ULSG?

- Yes 89%
- No 11%

Other

- In the meeting of ULSG.
- By having a meeting after each transnational event and by emailing visit reports made after each transnational event.
- We prepare documents gathering information that was acquired at the transnational meetings, at the expert seminars and other events organized under EVUE title, objectives visited, other partners' LAPs presented; all information comprised in documents that will be discussed in the local meetings.
- Standing item on agenda, feedback from participating members.
- By giving reports in the meeting.
- Sending reports, using questionnaires in order to know their opinion.
- Participants will report their experience.
- As an input the LSG meeting. Moreover, all members know the project's website.
- Through thematic mini-sets (guide).
- Presentation of the meeting synthesis and workgroup programmes and methodology in view to adapt quite similar approaches.
- Local coordinator will try to attend all meetings in ULSG.
- Presentation and discussion.
- An event report will be produced after each transnational activity and circulated and a short presentation highlighting key learning will be given at the meeting following the transnational event.
- At ULSG's meetings.
- Seminar and trainings.
- Translating minutes of the meeting produced by the coordinator.
- Project coordinator and other participants will report after each transnational meeting and provide presentations and other materials from those meetings in Latvian.
- The participants of the transnational meetings give a short summary of their own experience for the other ULSG members on the ULSG meetings.
- By presentations and written documents summarizing the information and all events.
- Every meeting is planned carefully in order to report back from transnational event by those who went, and discuss and prepare input for next event.
- By summarizing the outcomes of the meetings to the members.

4. How do you expect the transnational exchange activities will benefits to your ULSG?

	Yes	No
• In terms of knowledge on the topic/ policy area your are working on	90%	10%
• In terms of inputs for/feedback on the LAP	93%	7%

Other

- Co-operation on other topics may emerge during the transnational events.
- I assume that acquiring knowledge on the activity of other ULSGs gives new perspective to our ULSG members to evaluate their own local activity on the LAP area.

Impact at local level

1. Do you expect the ULSG to have an impact at local level in terms of?

	Yes	No
• Content of local policies	90%	10%
• Fostering an integrated approach to problems	93%	7%
• Processes and practices of policy making	93%	7%
• Processes and practices of decision-making	79%	21%

Other

- This has already happened while working out the noise action plan-referring to directive 2004/49/EC – with an intensive participation process.
- Awareness raising and development of links between stakeholders. Local database and monitoring system.
- The idea is to create a dialogue between the agenda 21 institution (in term of citizen participation) and the ULSG. The ULSG is expected to feed the Secor Assembly in term of technical knowledge.
- The ULSG will influence the work we aim to deliver the actions related to the focus of our LAP.
- The SURE project provides for the City Planning of Pori outside/prior to the detailed planning project processes and occasion to test different involvement techniques during a long period.

Difficulties / challenges and needs for support

1. Have you met difficulties in terms of?

	Yes	No
• Setting up the ULSG	17%	83%
• Running the ULSG	14%	86%
• Starting to work on the LAP	15%	85%
• Lack of methodology	25%	75%
• Lack of support from lead expert, lead partner, URBACT	7%	93%
• Lack of motivation of the ULSG members	21%	79%
• Lack of time spent on the project	44%	56%
• Lack of knowledge	22%	78%

If you answer yes to any of the first 3 bullet points, please specify:

- The lack of knowledge, the novelty of the topic in the city, the missing previous activities in the area and the current financial austerity measures adopted in the country make the overall environment in which the project is implemented not very friendly to the initiative. It is important, though, and ULGS begin understanding the necessity, making efforts and providing knowledge in setting up a set of measures meant to attract people and to change in many respects the unfriendly environment. This is how the LAP will be born here.
- The Roma Net project was already developed by the time Glasgow had been asked to partner; therefore there was some catching up to do in terms of putting together our LSG. It was initially difficult to identify members who could commit the time or had the relevant knowledge to participate.
- Due to the small budget we can spend a few hours on this and the budget is very low for the project.
- (Not running ULSG, but starting with it) at the beginning, due to protocolary issues, calls for meeting of ULSG have to be done by certain channels because the high profile of some of the ULSG members. That means using set up meetings in other issues to introduce ESIMeC project. Email communication has solved these barriers in order to meet more regularly.
- We have used a lot of time to decide the structure of the LAP as we had at least three proposals and we think that is too much. Thus it might also be changes in the ILSG composition.
- So far we haven't encountered any of the difficulties listed above but the key challenge will be to sustain the continuous engagement of the ULSG members.
- We don't have much experience in ULGS working methods. The ULGS members are working in different organizations/public institutions and they have a lot of work to do at their jobs. The ULGS activities are overworking for each of them.
- It is very difficult to assemble all the members in the same time and place.
- Normally, some of the partners are really busy. In any case, they have been always attending the meetings organised by local project partner.
- We have not started LAP yet.
- The LINK's project in its very beginning and therefore methodologies, etc., have not actually discussed and worked on yet. For the moment, we are at the stage of organising and clarifying things at a local level.

2. How would you qualify the guidance/support you have received so far from:

	Very relevant	Relevant	Quite relevant	Not relevant
• The lead expert	60%	33%	0%	7%
• The lead partner	36%	54%	3%	7%
• The URBACT secretariat	24%	59%	10%	7%

3. Would you need additional support on?

	Yes	No
• Completing your ULSG, involving the relevant stakeholders	21%	79%
• The productions of the Local Action Plan	66%	34%
• Global methodology for the animation of the ULSG	57%	43%
• Good practices developed in other ULSG	80%	20%

Other

- How to handle all the additional requirements for this projects as less complex as possible and without hours and hours of extra time – all the time we have to spend for reports, questionnaires, formalities and so on will obstruct us to implement to measures being already identified.
- Involvement of Managing Authorities.