

HEAT – Participatory urban planning for healthier urban communities

Project team meeting

17 April 2018

14:00-15:00 Finnish time, online

Karolina Mackiewicz, BRHCA
Hanna Dunning, BRHCA
Heli Kanerva-Lehto, Turku University of Applied Sciences
Marja Tommola, Valonia
Rene Tonnisson, Institute of Baltic Studies
Merit Tatar, Institute of Baltic Studies
Mati Raamat, Tartu
Indrek Ranniku, Tartu
Laura Anteina, Jurmala
Hans Stoops, Cykelfrämjandet

MEMO

1. Introductions

It was the first meeting of the project partners. The exchange so far was conducted via the emails, with some partners knowing each other. The participants of the call introduced themselves to the group and said shortly what their organization is doing in relation to the development of biking infrastructure. Also, the role in the project was mentioned.

2. Partnership agreement

The draft of the partnership agreement was shared with the partners. They are asked to review it and send their comments to Karolina. As the Subsidy Contract was signed, the PA should be sent as soon as possible. As there are 7 partners involved, the following procedure was suggested: each of the partner signs their document 7 times and brings the signed pages to the kick-off meeting in Turku, then the LP compiles all the documents into 1 PA with all signatures for each partner.

3. Kick-off Meeting (May 16-18 in Turku)

The kick-off meeting will be organized on 16-18 May in Turku with the following agenda:

16 May – kick-off

17 May – HEAT training

18 May – wrap up and next steps

Because of the HEAT training, the delegation of the partners should include those who will be later responsible for the HEAT calculation. The practical information and registration form has been sent out by Hanna already. Now, after 1 April when the costs are eligible, the partners are encouraged to make their travel plans asap.

4. Participatory Urban Planning Tools

One of the activities in the WP1 is the review of the tools that can be used for participatory urban planning. Valonia is responsible for this part of the project. Marja has already some ideas what kind of tools they might be. The e-tools would be preferred. All partners are encouraged to look into the tools of this kind and bring the information about them to the kick-off, if there are any relevant, where the issue will be discussed further.

5. Stockholm Study Visit (September-October 2018)

The dates for the study visit will be discussed at the kick-off meeting. The partners are asked to look into their budget and see how many people they can bring to Stockholm. The topic of the study visit is participatory urban planning and it shall be the inspiratory part of the WP1.

6. Any other business
The next PTM will take place during the kick-off, on 18 May.