



HEAT – Participatory urban planning for healthier urban communities

Project team meeting

18 September 2018

09:00-12:30 Cykelcafé Le Mond, Folkungagatan 67, Stockholm, Sweden

Participants

Karolina Mackiewicz, BRHCA
Iina Lenz, BRHCA
Heli Kanerva-Lehto, Turku University of Applied Sciences
Annika Kunnasvirta, Turku University of Applied Sciences
Katariina Kiviluoto, Turku University of Applied Sciences
Mikko Koskinen, Valonia
Anna Sampo, Valonia
Laura Anteina, Jurmala City Council
Andra Somelar, Institute for Baltic Studies
Hans Stoops, Cykelfrämjandet
Peep Margus, Tartu City Government
Mati Raamat, Tartu City Government
Marju Laur, Tartu City Government
Inrek Ranniku, Tartu City Government
Arturs Grants, Jurmala Municipality
Elizabete Krivcova, Jurmala City Council
Olle Svensk Strand, Cykelfrämjandet
Lars Strömgren, Cykelfrämjandet

MEMO

1. Reporting, finances and deliverables

It is time for all partners to report the period 1 (April – September) until 15th October. Reporting in eMS was rehearsed and some questions according to the reporting by partners went through. Part of the participants has already begun reporting and the rest was advised to begin now. If any questions appear, the partners can consult Karolina or Iina from BRHCA. It is of great importance to check the finances and to report all actualized costs and other prospective costs for the next period. Budget follow-up is to be done by work package and period. The partners should not forget about reporting the target groups and uploading the deliverables as written in the excel table – project timeline (the meeting memos will be sent by BRHCA team to everyone).

The material of the workshops from study visit in Stockholm are to be sent to everyone after receiving these from Hans.

Period 1 can be accessed only after submitting the report for period 0. Period 0 reports will be empty for all partners but this step needs to be taken.

Current news and reports according to the HEAT project are to be published on the websites of all partners. The logos (HEAT, EU and Central Baltic) are to be included with publishing. All partners should have the information about their project on their websites, this will be checked by FLC with the first report. BRHCA's example: http://www.marebalticum.org/brehca/index.php?option=com_content&view=article&id=484&Itemid=100111. Almost all partners have sent the information about the First Level Controller to Karolina, which is great. Andra from IBS will check from Tartu how to access the information about their FLC and will send this information to Karolina ASAP.

2. Communication

It is intended that website of HEAT will be published by the end of September 2018. The actual draft of the website can be found on heatproject.eu/tulossa2018. **Comments on website are desired until the end of the current week (21st September, Friday)**. The content of the website is still missing. The latest news including some pictures will be added after study visits etc. on website. The news are planned to be kept short and the blog is meant for longer articles with reflection. Comments and ideas for editing of the tweets seen on the website are taking into account.

It was decided among the participants that local news and upcoming events in the cities will be reported on the website in English and if desired, additionally in local language. When partners use social media, they can use the tags as agreed in May meeting: #HEATproject #biking4health #planningtogether. If partners update their own websites regularly, they can add a link to their own website about the news and events on the HEAT website. All kind of updates, comments, news, pictures etc. are warmly welcome to be published around the HEAT project. How to edit text and add images on website will be shown to everyone when the access to the website will be established for all partners. Before publishing the website, a workshop on skype is needed to plan the content more concrete. **Checking information concerning own city / partners and comments of the overview of the website are desired until the end of this week (September 21st) are desired.** All participants will get the rights of administration for the editing the website. Karolina will be in touch about this.

Promotional materials will be designed for promotion of the project and display in e.g. meetings and seminars. Anna Sampo from Valonia will design the poster and roll-up for the project. Partners can translate the text into their languages and get their design for local printing. There is budget for communication materials in partner's budget so this should not be a problem. BRHCA produces the general roll-up and poster for the project in English.

3. Update on the activities in project locations – HEAT calculation

Turku University of Applied Sciences – Following procurement process was reported: One tender has been received and it was accepted. Now the agreement is being finalized and signed. The consultations will begin in November 2018. Face-to-face meetings / workshops with Turku and in Tartu are planned. It was suggested if these could be realized on Skype and recorded for participants, who are not able to take part on the meetings. Recording possibilities are to be clarified and tested. The contract of the winning tender will be started now and the rest of the partners will be informed when more about upcoming schedule is known.

Valonia – The research of the mobile applications / games was done in the summer and reported at the last skype. The HEAT workshop is planned for the beginning of January 2019 which is postponed from August 2018 because of the lack of participants. The consultant work is going on what to be done at the beginning of the year. Communication: Logo design, articles and project introduction with Turku region traffic are planned. Additionally,

article of study visit will be written by Anna. It was discussed that other partners are welcome to use the article from Valonia to keep the same content but to translate it local language.

Jurmala – Brainstorming about the tool of participation has been done and following ideas have been taken up: list of projects that cities can vote for, application for mileage of cyclists and application for citizen to submit further ideas. Jurmala City started to measure the intensity of the local traffic (cars, cyclists and pedestrians). The data will be used for HEAT calculation among others. Since June 2018, Jurmala City offers free public transport for Jurmala citizens. No measurements has been done yet, but it is noticeable that the use of public transport has increased since the beginning of the action. Planned meetings: HEAT analysis April / May 2019, team meeting and interactive planning workshops for citizens.

Tartu – Thematic planning of light traffic streets are going on. A stakeholder meeting and HEAT calculations are planned.

Stockholm – Planning and organizing the current study visit in Stockholm have been in action past weeks. HEAT workshops were held and further ones are in planning.

4. Update of the tools for participatory urban planning

Following topics were discussed about the tools:

- AvaLinn, developed by the Tallinn City within the BalticUrban Lab project: <https://bit.ly/2POd8Hv>
The tool was developed for Tallinn but it would need a lot of work and expenses to modify it to fit to other cities. The idea/system of the tool is good and it is easy to use. However, it seems that it is not possible for HEAT project to use it.
- Citizen.is, Tools provided by Citizens Foundation, e.g. Empower Citizens with AI: <https://citizens.is/>
The contact to the developers was taken but there was no reply. More understanding is needed how this tool can be used. It turned out that Jurmala has some experience with using it for participatory method but the usability for HEAT is unclear.
- Pocket City: <https://pocketcitygame.com/>
This tool was evaluated to be too much a game. It seems to be unfamiliar to fit with the actual meaning of the HEAT project. Also contrary opinions about the game were mentioned.
- Place Standard: <https://www.placestandard.scot/>
This tool felt to be more analytic and in broaden use it seems not to be as efficient as desired.

What about the space map tool from Spacescape which was presented in Stockholm? Or Maptionnaire or Cities4people? It is needed to clear out how these tools would work for other locations and for the purpose of the project. The use of SoftGIS will also be explored.

During the discussion it was realized that the partners have already some ideas about the interactive workshops they will organize next year. The collected and reviewed tools might not fit the needs of those workshops. There is no need that one tool will be used by all partners. If the partners use already some tools and would like to promote them to the city inhabitants through the workshops that should be encouraged. This way the project will collect the wider base of experiences of using the participatory method for planning. Each of the partner representing city/region will write down the ideas about the workshops, what are their needs, what they want to achieve and how and send it to the project team by the end of September.

Also, the set of principles for the participatory workshops or in other words, the participatory planning process will be set to make sure that all partners fulfil the participatory criteria. Cykelfrämjandet will draft those principles (e.g. 10) by the end of the month.

5. Overall next steps

Until the end of the current week:

Each partner, check the HEAT website <https://www.heatproject.eu/> in overall view, check the information about own organization and to comment in case of any desired modification.

Hans: Sends presentations from Monday to BRHCA (Karolina and Iina), they will be distributed to all partners.

Until the end of September:

Each partner, clear out the needs and plans for the workshop (how should they look like, what would be the goal and scenario) and which application would be suitable to use. Cykelfrämjandet (Lars?): draft of the principles for the workshops.

Hans: Article about the Biking Parade

Valonia: article about the study visit (mainly Monday part), roll-up/poster for the project

BRHCA: guiding through the reporting. Website administration, promotional materials with Valonia and also exploring the tools together with Valonia.

Next HEAT meeting in May 2019 in Jurmala, Latvia. The date will be set in following weeks. **Jurmala** is asked to propose two dates for the 2-day meeting. 1st day will be the seminar on HEAT results and economic arguments for healthier urban planning, the 2nd day will be for a longer project team meeting.

6. Any other business

The **website** of HEAT project: <https://www.heatproject.eu/tulossa2018>

The links for the **participatory game**:

<https://www.hel.fi/uutiset/en/kaupunginkanslia/city-services-developed-with-game>

<https://medium.com/@BloombergCities/how-helsinki-uses-a-board-game-to-promote-public-participation-39d580380280?silverid=MzEwMTkyMTQyMTQ1S0>

The video about the **Initiative zero** that Hans wanted to share with us at the meeting:

<https://www.youtube.com/watch?v=tRe2lj-Eewo>

Important – the guidance about the reporting can be found from the document:

http://centralbaltic.eu/sites/default/files/documents/Guide_for_project_implementation%200_180223.pdf

Remember, each partner organization must have the information about the HEAT project on their website. In case of BRHCA it looks like that:

http://www.marebalticum.org/brehca/index.php?option=com_content&view=article&id=484&Itemid=100111