



HEAT – Participatory urban planning for healthier urban communities

Project team meeting

29 August 2018

13:30-14:30 Finnish time, online

Participants

Karolina Mackiewicz, BRHCA
Marja Tommola, Valonia
Mikko Koskinen, Valonia
Anna Sampo, Valonia
Andra Somelar, Institute for Baltic Studies
Hans Stoops, Cykelfrämjandet
Mati Raamat, Tartu City Government
Laura Anteina, Jurmala City Council

MEMO

1. How are you?

Thanks to all, who have registered for the study visit to Stockholm and apologies for the problems with the registration form. There are now 10 registrations, 6 are coming (2 Jurmala, 4 Tartu) = 16 people. 4 declared that they will come on Sunday (Karolina, Hans, Laura, Andra), 2 more from Jurmala and 4 Tartu should join, that will make 10 people for Sunday biking parade. **Registration link:** <https://bit.ly/2NmCqQb>
Marja Tommola from Valonia is leaving for 3-month study break, she will be back in December. Mikko Koskinen and Anna Sampo will represent Valonia in Stockholm.

2. Update on the activities in project locations – HEAT seminars and calculation

Southwest Finland (Valonia) – the workshop about the HEAT calculation will take place only at the beginning of next year, the consultation will be welcome before proceeding with the HEAT calculation.

Jurmala – the first meeting with local stakeholders from cycling and public participation associations. Jurmala would like to conduct the HEAT calculation also in relation to the development of the public transport, waiting for the data about the number of cyclists, which will be available by the end of October. Waiting for the online consultations about the HEAT calculation.

Tartu – the stakeholder group is being formed and the first meeting should take place soon. Waiting for the face-to-face consultation.

Stockholm (Cykelfrämjandet) – not much happened, actions planned for the autumn.

Next steps: The action T2.2 (from project timeline) “Local workshops on HEAT calculation in each city” will be further discussed at the meeting in Stockholm – what was promised in the application, the budget planned for the activities etc. The partners are encouraged to check their budget (WP T2 Involvement of other sectors).

3. Update on the tendering procedure

Heli reported about the tendering procedure. Even though the tender was sent to 3 consultants, only 1 offer was received. The University of Applied Sciences still would like to resend the tender to Nick Cavill, who did not receive the original message. According to the lawyers from the University, it is acceptable, but the partner would like to receive the approval from the Secretariat before doing this. Karolina sent the message to the contact person on Tuesday, 28.8. Heli estimated that in any case the consultation should be available for the cities in October – November.

4. Update on the collection of the tools for participatory urban planning and next steps

Marja reported about the collection of the tools. It seems that 4 tools have the potential to be further used in the project:

- Avalinn, developed by the Tallinn City within the BalticUrban Lab project: <https://bit.ly/2POd8Hv>
- Tools provided by Citizens Foundation, e.g. Empower Citizens with AI: <https://citizens.is/>
- Pocket City: <https://pocketcitygame.com/>
- Place Standard: <https://www.placestandard.scot/>

Avalinn and Citizens.is could be potentially adjusted to the local conditions – request for information was sent to the Estonians. **Marja** – were the Icelandic people contacted about the Citizens.is?

Next steps: Each partner checks on the apps/tools before Stockholm, how do they work, are they interested, would they like to use them in their cities, what is good about them, what is bad? The discussion about their usability for HEAT project purposes will take place in Stockholm.

Karolina – confirmation of the budget for the possible IT work.

5. Plan for Stockholm study visit and seminar

Hans updated the team about the plans for Stockholm:

Sunday, 16.9 – there will be the biking parade in the city at 14:00. Hans is reserving the bikes for those, who will participate. **Tartu team** should let Hans know, when they arrive, after they buy their flight tickets.

Monday, 17.9 – starting at 9:00 in the Architecture Museum, seminar and workshop.

Tuesday, 18.9 – starting at 9:00 project team meeting.

As above, 10 people (Hans included) should participate on Sunday. 16 people should participate on Monday & Tuesday. After the registrations are completed, **Karolina** sends the info about participants and dietary requirements to Hans.

Next steps: Hans prepare the draft programme with all addresses and sends it to Karolina. Karolina prepares the draft programme for 18.9.

6. Any other business

The **website** is constructed and about to being finalized: <https://www.heatproject.eu/tulossa2018>

Next steps: Please, have a look, comment. In Stockholm, it is planned to go through it again and decide, how to provide the content to the website.

Reporting – each partner needs to open and submit (even empty or NA) report 0 in order to be able to open report 1. Deadline for period 1 report is on 15.10.

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

http://centralbaltic.eu/sites/default/files/documents/Guide_for_project_implementation%204_0_180223.pdf

! Each partner organization must have the information about the HEAT project on their website. In case of BRHCA is looks like that:

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

This will be checked by FLC and the CB Programme with the first period reporting.