

**XIIIth Meeting of the METREX Managing Committee, Genova, Saturday 26 October 2002**

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Location            Provincia di Genova  
                         Piazzale Mazzini 2, GENOVA 16122

*Note for information*

*There will be a SocioMETREX project meeting on Wednesday 23 October, 9.00 to 16.00 hours, at the Provincia di Genova*

**AGENDA AND NOTES**

**SATURDAY 26 OCTOBER**

**1            ATTENDANCE AND APOLOGIES**

**2            MINUTES OF THE METREX GENERAL ASSEMBLY IN THESSALONIKI**

The Minutes have been published in the Network languages on the METREX web site at [www.eurometrex.org](http://www.eurometrex.org) and can be downloaded using Acrobat Reader (which can also be downloaded from the web site).

The Minutes are for consideration and approval by the Managing Committee

**3            EUROPEAN AFFAIRS**

**A            ESPON - The European Spatial Planning Observatory Network**

The School of Planning and Housing at Heriot Watt University, Edinburgh, has been designated as the UK ESPON Focal Point. Similar institutions will have been designated as Focal Points in all other EU countries. An invitation has been extended to the University to attend the METREX Meeting and explain the organisation of the Observatory and its work programme (see Genova Meeting Programme).

It is hoped to be able to explore possible working relationships with METREX at the Meeting and to consider any action that might be needed.

**4            METREX INITIATIVES AND PROJECTS**

**A            InterMETREX and PolyMETREX projects**

It is now understood that the Calls for Proposals will be published on the Interreg IIIC web site at [www.interreg3c.net](http://www.interreg3c.net) by the West (for InterMETREX) and South (for PolyMETREX) Zone Secretariats at the beginning of October 2002 and that Applications will require to be submitted by the end of October. The Secretariat and the Lead Partners have been actively developing the projects since the Schiphol partners meeting on Friday 15 March, the outcome of which was reported to the Thessaloniki General Assembly (see Agenda Notes and Minutes).

It is intended to take the opportunity include an InterMETREX/PolyMETREX partners meeting in the overall programme for the Genova Meeting and to report the outcome of this verbally to the Managing Committee.

B METREX Expert group on Planning for Major Events

There will be a discussion on this issue in the context of item D below.

C SocioMETREX project

The project has now held three Practice Workshops before the Rotterdam and Copenhagen Meetings and the Thessaloniki Conference. The fourth and final Workshop will be held in Genova on Wednesday 23 October and the outcome of the project as a whole presented to a concluding Workshop on the Wednesday preceding the Stuttgart spring 2003 Meeting.

The Reports on the Workshops are as follows and these can be downloaded from the METREX web site as pdf files.

SocioMETREX project on *The Social Face of Sustainability*

Report 1	Introduction and partner profiles
Report 2	Rotterdam Practice Workshop on Urban deprivation Wednesday/Thursday 9/10 (part) May 2001
Report 3	Copenhagen Practice Workshop on Inclusive Accessibility. Saturday (part)/Sunday 6/7 October 2001
Report 4	Thessaloniki Practice Workshop on Urban Migration Wednesday 15 May 2002
Report 5	METREX Thessaloniki Conference on The Social Face of Sustainability Workshop 1 Proceedings Thursday 16 May 2002
Report 6	Possible outcomes Spring 2003

D Other Expert Group initiatives

During the Thessaloniki Conference colleagues from Stuttgart, Napoli, Bologna and Veneto asked the Secretary General to consider arranging short, intensive, Expert Group study visits to enable METREX Members to visit and discuss practical examples of good practice related to key spatial planning and development issues of common interest.

A Discussion Note (attached as Appendix 1) was circulated to interested Members in June and could be discussed further at the Managing Committee meeting.

## 5 THESSALONIKI CONFERENCE/BARCELONA CONFERENCE

The Proceedings of the Thessaloniki Conference have been progressively published on the METREX web site as speakers have made their papers available to the Secretariat. To date 20 of the 35 papers presented have been received and published.

A Budgetary feedback from the Thessaloniki Conference

The Thessaloniki Conference was largely funded by the Organisations of Thessaloniki and Athens and supported by other colleagues from Greece. The Organisation of Thessaloniki has been asked to help colleagues from Catalunya with their preliminary

arrangements for the 2004 Conference by making a short report on the Thessaloniki Conference budget to the Managing Committee.

The issues to be considered for the 2004 Conference are,

- The overall number of delegates and their composition (METREX and others) including full and day delegates
- Probable delegate income
- METREX Member payments
- Probable expenditure under the key headings of brochures/promotion, speakers, assistance to CEEC delegates, venue, catering, languages and hospitality

#### B General feedback from the Thessaloniki Conference

General feedback from the Thessaloniki Conference suggested that the Barcelona Conference might consider the following possibilities,

Conference theme and sub themes

- Keynote speakers to establish the content of the Conference, its theme and sub themes?
- Small interactive Workshops on key issues, with well briefed Chairs to promote discussion and short, relevant, case study presentations?

Publicity and attendance

- One simple multi language Invitation to prospective delegates three months in advance of the Conference with the details (Programme and Booking) on the METREX web site?
- Need to check the timetables of the key European Institutions to avoid overlaps (Parliament/ European Commission/Committee of the Regions)
- Plan for 80-120 delegates?

Venue

- One hotel and venue? This makes for very easy booking as everyone contacts the hotel directly. The hotel keeps the host/METREX Secretariat informed about bookings to allow them to do e mail/telephone follow ups
- One Plenary room for 80-120 and two 40-50 Workshop rooms with seats around tables? More than two Workshops increases language costs

#### C Outline Programme for the Barcelona Conference?

The Programme should not be too intensive and should allow free time to explore the area and enjoy its culture. The basic outline of a Programme might be as follows,

Wednesday		Evening Reception
Thursday.	Opening Plenary/Euro context (am) Keynote 1 and two Workshops (pm)	Evening free
Friday	Host presentation/two Workshops (am) Keynote 2 and two Workshops (pm) METREX General Assembly	Conference Dinner
Saturday	Rapporteur/Keynote 3 and close Excursion (pm)	Evening free
Sunday	Excursion (am)	

This means three really good Keynote speakers (30-45 minutes) and six 90 minute Workshops with three speakers (15 minutes) in each. This basic programme implies 21 speakers. If European context speakers (Commission/ /Parliament/COR and possibly ESC) are added plus the Rapporteur General this makes a minimum of about 25 speakers.

Speakers need to be identified and confirmed before Christmas so that they can be included in the published Invitation/Brochure to be circulated in February. Speakers need to be told very clearly that the Conference Chair will keep to the time allocated to them. It would be good to have the EU system of warning lights (5 minutes/2 minutes).

It would be helpful to have a Managing Committee discussion on these points in order to assist the Generalitat de Catalunya and the Secretariat with the preliminary arrangements for the Barcelona Conference in 2004.

## **6 FINANCIAL REPORT AND CASH FLOW STATEMENT**

At the Thessaloniki General Assembly it was agreed to combine the roles of Treasurer and Auditor and the City of Helsinki indicated its willingness to act for the Network in both capacities. This offer was approved with gratitude by the General Assembly.

The procedural Memorandum approved at the Rotterdam Meeting confirmed a requirement for the Secretary General to give a Financial Report for the first six months of the financial year, to 30 June 2002, and the accountant to provide an Income and Expenditure Account for this period.

The Report, Income and Expenditure Account (see Appendix 2) and the supporting detailed accounts were e mailed to the Treasurer/Auditor and items of expenditure selected for interim audit were forwarded to him for inspection.

### **A Financial Report**

Appendix 2 shows the income and expenditure for the period 1 January to 30 June 2002. It is based on the Adam and Company cumulative bank statements for this period and includes cheques that have been written but not yet paid from the bank account. Points arising are as follows,

1 The year began with a deficit because, as of 31 December 2001, subscriptions of €32250 had not yet been paid. Over the period 1 January to 30 June 2002 payments have been kept within available income and the deficit reduced from €15282 to €10573. However, this has only been possible by managing the cash flow to the Secretariat/interpretariat.

2 Subscriptions of €221300 were due on 1 January, for payment by 31 March, for the year ending 31 December 2002. €11500 was received before 1 January 2002 and €129800 between 1 January and 30 June 2002. €80000 was outstanding as of 30 June 2002.

3 Payments to the Secretary General and other staff are low for the reason explained in 1 above but also because most staff time has been spent on the InterMETREX and PolyMETREX projects.

4 The European Commission has indicated that Interreg IIIC pre Application costs from 12 October 2001 for InterMETREX and 6 December 2001 for PolyMETREX can be included for 50% co funding. The Secretary General has prepared a report to

accompany the Applications and this justifies a repayment of €15956 for InterMETREX and €15092 for PolyMETREX. If the projects are successful this means that €31048 will be repaid next year.

5 Thessaloniki Conference expenditure includes the payment of fees and expenses for a number of speakers, and Brochure costs. It should be noted that the Thessaloniki Conference costs were largely borne by the Organisation of Thessaloniki and colleagues in Greece and the President expressed her thanks for this generosity, on behalf of all the Members, during the Conference.

6 Interpretation and translation and travel and subsistence costs were incurred for the Schiphol InterMETREX/PolyMETREX partners meeting on 15 March 2001 and the Thessaloniki Conference from 15-18 May 2001. It should be noted that the Schiphol meeting costs are included in the €31048 for repayment referred to in 4 above. The Schiphol meeting costs were shared equally by METREX, the City of Rotterdam and the Generalitat de Catalunya. The costs incurred by both these Members will also be included in the pre Application costs claim for reimbursement.

## **7 ANY OTHER BUSINESS**

A Dates for Meetings in 2003

Dates need to be confirmed for the Stuttgart Meeting in spring 2003 and the Stockholm Meeting in autumn 2003.

B Open discussion on METREX activities in the period 2003/2004 (see Appendix 3)

It would be helpful if Members could consider the activities and initiatives that they would like the Network to undertake in the period 2003/2004 for discussion and consideration by the Managing Committee. For example, any additional Expert Group initiatives that might be taken (see item 4D above).

## APPENDICES

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### APPENDIX 1 Outline proposal for METREX Expert Group study visits

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#### Objective

To enable METREX Members to visit and discuss practical examples of good European practice related to key spatial planning and development issues of common interest.

#### Possible examples (which could be considered jointly or separately)

##### Social

- Restructuring of peripheral or mass housing estates
- Social integration programmes and projects
- Integrated public transport

##### Economic

- Economic restructuring and diversification (integrated land use and transportation) and the spatial planning implications
- Developing a high technology economy (integrated research and development) and
- Developing a high skilled labour force (integrated education, further education, training and life long learning) and the spatial planning implications
- Goods transportation and distribution systems and modal interchanges

##### Environmental

- Reusing urban land and buildings and urban capacity
- Greening metropolitan areas
- Traffic planning and management with particular reference to high density cities and city centres

#### Identification of issues for Expert Group consideration and a programme of study visits

METREX could e-mail Members and other European metropolitan regions and areas and ask them to put on their METREX web pages the issues on which they have knowledge and experience *to offer* to others and the issues on which they would like *to obtain* knowledge and experience from others.

METREX could then suggest a programme of Expert Group study visits and participants and place this on the web site for consideration and confirmation. A pilot study visit in early spring 2003 could be followed by a programme of study visits for consideration at the Stuttgart spring 2003 meeting.

A continuing programme will have to be related to the normal METREX spring and autumn Meetings and the InterMETREX and PolyMETREX project Workshops, if the EU approves these two projects.

### **Possible two day format**

Day one	Arrive for lunch time gathering of participants	12.00-14.00
	Afternoon familiarisation visits	14.00-17.00
	Briefing on issues by host	17.30-18-30
	Dinner, questions and discussion	20.00-22.00
Day two	In depth discussion sessions with practitioners	9.00-13.00
	Lunch	13.00-14.00
	In depth discussion sessions with practitioners	14.00-17.00
	Dinner, questions and discussion or could depart at 17.00?	20-22.00
Day three	Depart?	am

### **Size of Expert Group**

10-20 participants including the host and METREX Secretariat to record and document the proceedings for dissemination (as for the METREX Expert Group on Planning for Major Events).

### **Locations**

It may be helpful to choose an accessible metropolitan area, with relevant examples of the issue to be considered, in which to meet and to invite participants with related knowledge and experience *to offer* as well as participants seeking *to obtain* such knowledge and experience (at least 5 of each?).

### **Language needs**

With a small group it may be possible to make do with whispered interpretation for listening and sequential translation for speaking. Costs are normally about 400 Euro's per day for such a service. With travel and accommodation a budget of about 1500 Euro's might be needed for each language needed.

### **Costs**

Travel and accommodation borne by participants. Either a small charge by the host to cover costs or host offers hospitality. This will depend on the financial situation of the host (EU or CEEC). The participants could share language costs.

### **Dissemination of good practice information**

The METREX Secretariat will publish the Findings and Conclusions of the Expert Group on the METREX web site and inform all 120 European metropolitan regions and areas that these are available for downloading in pdf form.

### **Note**

The above general approach is based on the experience gained with the InterMETREX pilot project and the Expert Group on Planning for Major Events.

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**APPENDIX 2 Financial Report and Cash Flow Statement for January-June 2002.**

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**INCOME AND EXPENDITURE ACCOUNT**for the period ended 30 June 2002

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	€	€	€
<b>OPENING BANK BALANCE</b>			<b>(15282)</b>
<b>MANAGEMENT</b>			
<b>Income</b>			
Subscriptions	129800		
Interest received	9		
Project cofunding	13983		
Deposits	0		
	<hr/>		
		<b>143792</b>	
<b>Expenditure</b>			
Secretary General	5865		
Communications & management	12275		
Project support	35266		
Interpretation & management	19429		
Travel, accommodation & subsistence	11611		
Printing & copying	315		
Postage, stationary & telephone	2865		
Accountancy	3219		
Miscellaneous expenses	3936		
	<hr/>		
		<b>94781</b>	
<b>SURPLUS/(DEFICIT)</b>		<b>49011</b>	
<b>CONFERENCE</b>			
Income	0		
Expenditure	45053		
	<hr/>		
		<b>(45053)</b>	
<b>NET INFLOW/(OUTFLOW) OF FUNDS</b>			<b>3958</b>
<b>EXCHANGE DIFFERENCE</b>			<b>751</b>
			<hr/>
<b>CLOSING BANK BALANCE</b>			<b>(10573)</b>

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## APPENDIX 3 Consolidated METREX programme of activities for the period 2003-2006

### 2003 - 2006 THE OVERALL METREX PROGRAMME

METREX MEETINGS AND CONFERENCES	YEAR 2002				YEAR 2003				YEAR 2004				YEAR 2005				YEAR 2006			
	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4
1 THESSALONIKI CONFERENCE/GA 2 GENOVA 3 STUTT GART 4 STOCKHOLM 5 MEETING IN FRANCE? 6 BARCELONA CONFERENCE/GA 7 BUDAPEST? 8 RIGA? 9 SZCZECIN CONFERENCE /GM					Thessaloniki Conference Genova Meeting				Stuttgart Meeting Stockholm Meeting				Meeting in France? Barcelona Conference? Budapest Meeting? Riga Meeting?				Szczecin Conference			
<b>SociMETREX PROJECT WORKSHOPS</b>	YEAR 2002				YEAR 2003				YEAR 2004				YEAR 2005				YEAR 2006			
1 ROTTERDAM 2 COPENHAGEN 3 THESSALONIKI 4 BUDAPEST 5 STUTT GART					Thessaloniki Workshop Genova Workshop				Stuttgart Practice Benchmark dissemination											
<b>EXPERT GROUPS</b>	YEAR 2002				YEAR 2003				YEAR 2004				YEAR 2005				YEAR 2006			
1 Planning for Major Events 2 Metropolitan Governance					Genova															
<b>InterMETREX PROJECT WORKSHOPS</b>	PARTNERS				YEAR 2003				YEAR 2004				YEAR 2005				YEAR 2006			
<b>ANALYSIS WORKSHOPS</b> 1 European Union 2 European Union 3 European Union 4 European Union 5 European Union 6 European Union <b>SYNTHESIS WORKSHOP/DISSEMINATION</b> 7 Interim InterMETREX EU OUTCOMES <b>ANALYSIS WORKSHOPS</b> 8 Wider Europe 9 Wider Europe 10 Wider Europe <b>SYNTHESIS WORKSHOP/DISSEMINATION</b> 11 InterMETREX EUROPE OUTCOMES	4 4 4 4 4 4				Stuttgart Workshop Stockholm Workshop Roma Workshop Bologna Workshop Porto Workshop London Workshop				Barcelona Workshop and METREX Conference? Budapest Workshop Riga Workshop Valletta Workshop				Szczecin Workshop and METREX Conference							
	36 partners plus delegates																			
	4 4 4																			
	36 partners plus delegates																			
<b>PolyMETREX PROJECT WORKSHOPS</b>	PARTNERS				YEAR 2003				YEAR 2004				YEAR 2005				YEAR 2006			
<b>ANALYSIS WORKSHOPS</b> 1 GIZ/Northern Parallel 2 Southern Parallel/W Mediterranean 3 Eastern Mediterranean 4 Baltic/Danubian area <b>SYNTHESIS WOKSHOP/DISSEMINATION</b> 5 Towards European Urban Balance <b>SYNTHESIS WOKSHOPS</b> 6 Socio-Economic Synthesis 7 Spatial Synthesis 8 Polycentric synthesis <b>DISSEMINATION</b> 9 A Polycentric Europe	9+3 19+3 8+3 12+1				Amsterdam Workshop Torino Workshop Athens Workshop Helsinki Workshop				Barcelona Workshop and METREX Conference? Venice Workshop Zaragoza Workshop Brussels Workshop				Szczecin METREX Conference							
	38																			
	38 38 38																			
	38 partners plus delegates																			