

Minutes from

Edge Cities Network (ECN) Steering Group meeting in Nacka, Sweden, at Mediagymnasiet, Nacka Strand

Present at the meeting

Ingegärd Ångström, chairman	Nacka, Sweden
Susse Bøtefyhr	Ballerup, Denmark
Ann Markey	Fingal, Ireland
Marie Lawlor	Fingal, Ireland
Maria Pedraza	Getafe, Spain
Marta Gamdzyk	Grodzisk, Poland
Kaspars Rezagalis	Jelgava, Latvia
Ken Webb	North Down, Ulster
David Shivers	North Down, Ulster

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Item 1

Opening of the meeting

For next year Nacka was to hold the Presidency. Ms Ingegärd Ångström from Nacka was therefore acting as chairman and opened the meeting and greeted everyone welcome. Last night Ms Alicja Pytlinska, Chairman of the Grodzisk City Council had signed the partnership agreement. Ms Ångström greeted Grodzisk as a new member of the ECN and its representative in the Steering Group, Ms Marta Gamdzyk.

Item 2

ECN Nacka Presidency September 2007 – September 2008

Ingegärd Ångström described that during Nacka's Presidency these issues will be leading ones

- Launching the work with the Innovation Cooperation;
- Launching the work with education as closely connected with innovation;
- Developing the ECN web-page;

Besides that the work will also continue to

- Extend the network;
- Consolidate the network cooperation between the partners;
- Develop more common projects with or without EU-funding.

Item 3

ECN Ballerup Presidency May 2006 – September 2007

Susse Bøtefyhr described the last year's work and Ballerup's approach

A. Activities agreed upon by the network

Strengthen and develop the cooperation generally by continuing already agreed to targets such as

- Including more international members in the Network;
- Strengthen the impact of the network in our respective organisations;
- Consolidate knowledge-sharing and exchanging of experiences both in connection with the meetings and in between the meetings and elaborate more project proposals.

B. Specific targets for the Ballerup Presidency

Drawing up initiatives aiming at making the Network more efficient and well run such as

- Establishing an Elected Members' Forum;
- Preparing a revised strategy plan for the Network with a 3 year action plan;
- Preparing a rules of procedure/order of business/protocol for presidencies and for steering group meetings;
- Improve the web-based communication and information between the members.

Item 4

Minutes from the Steering Group

The Steering Group thanked Ballerup for the excellent work during their Presidency.

The Steering Group minutes from the meeting in Brussels at 23 November 2006 **were approved**. (Appendix A)

Item 5

Triumvirate minutes

The triumvirate minutes from the meetings in Ballerup 16 April 2007 and Nacka 17 August 2007, respectively, **were presented.** (*Appendix B*)

Item 6

Report on the Comenius project Satchel

Three schools are participants in the project with its overall objective Good Lifestyle. At the meeting representatives from every school presented their approach to the objective Good Lifestyle and what they had achieved so far.

Rugvænget School, Ballerup, Denmark	Focus on <ul style="list-style-type: none">• involving the parents through mutual activities with parents and children at the school;• activities on both food and exercise;• using guest teachers in order to attract and motivate both students and parents;• obtaining the largest possible target group and maximize parental awareness regarding healthy lifestyles.
Patrician College, Dublin, Ireland	Focus on <ul style="list-style-type: none">• healthy eating• information on nutrition.• physical exercise• personal development result: healthy student: better learning.
Stensö Skola, Nacka, Sweden	Focus on <ul style="list-style-type: none">• health• lifestyle• education

Stensö School finished the presentations with these words:

The future of the Satchel Project

The project is planned to continue for two years. But, we have already seen how our work with Satchel has produced changes in thinking and in behavior patterns among our pupils and how they take their new knowledge home to their parents and affect them, which is the very purpose of the project: school as a true agent for change.

All three schools are situated on the outskirts of big cities, they are Edge Cities schools and we have seen during our visits to one another that we share the same problems and challenges. The similarities create bonds between our staff, pupils and schools and we broaden our perspectives and learn about our different cultures from these visits.

The project is called Satchel because we focus on what every pupil need to bring in his or her satchel when going farther into their future lives: a knowledge of the important choices you have to make, concerning physical activity, food and nutrition and not least, emotional and psychological harmony; to create a good, sustainable lifestyle.

We invite new partners to our project.

After the presentations Getafe as well as Grodzisk expressed their interest to take part in the program. Ms Maria Pedraza and Ms Marta Gamdzyk will raise the issue in their cities to find interested schools.

Item 7

Edge Cities Network's homepage

Nacka has earlier proposed that Mediagymnasiet in Nacka could be a suitable partner in creating a new homepage. At today's meeting, Åke Nolemo, teacher at Mediagymnasiet, presented a timetable for the work and introduced Johannes Drakenberg, a pupil who will make the homepage as a part of his training at Mediagymnasiet. Because it is at part of the training, there is no cost for ECN.

This is the timetable in brief. The project starts in October, in early November we will see the first proposals for a design, a mid November decision on what design to continue with, a mid December launching of the website. Around 21 December it can be opened to the public.

The first aim is the public and external site with general information, etc. The internal site with contact lists, files, etc., will be developed next year.

The homepage should, besides from the overall objective to be easy to update and keep fresh,

- provide information and be attractive to nonmembers of the ECN,
- provide information on ongoing projects and
- provide the network to itself with a channel for communication.

The question of branding was also important. Funding of the new home page is considered in the budget.

The Steering Group decided to

- continue with the work on the new homepage and approve the proposed timetable
- hold a videoconference 26 October 2007 at 09:30
- send to Ingegärd Ångström proposals etc., concerning the new home page no later than 1 October 2007
- if possible, open a protected test site where the members could see how the work progressed and comment on it.
- the launching of the new website should take place at meeting with everyone incl. Mediagymnasiet on 14 December 2007.

Item 8

Decision on "Protocol governing the cooperation between the partners in ECN"

The protocol had been agreed upon earlier. The document which was handed out at today's meeting was prepared and adjusted according to the outcome of the Brussels meeting in November 2006.

The Steering Group approved "Protocol governing the cooperation between the partners in ECN." (*Appendix C*)

Item 9

Decision on the Strategic Plan

The Strategic Plan was appendix 1 to "Protocol governing the cooperation between the partners in ECN"

The Steering Group approved the Strategic Plan. (*Appendix D*)

Item 10

Action Plan – report

The Action Plan was appendix 2 to “Protocol governing the cooperation between the partners in ECN.”

New members

One task in the Action Plan is to find new members. Ms Ingegärd Ångström told the Steering Group about a possible member in the Netherlands's Haarlem.

The Steering Group decided that Nacka was going to get more information about the Netherlands's edge city.

Kaspars Rezglis told the Steering Group about Jelgava's twin town Rueil Malmaison. This city is about the same size as Jelgava and situated next to Paris. The contacts between Jelgava and Rueil Malmaison were quite lively and the city could well be a member of ECN.

Kaspars Rezglis also told the Steering Group about the somewhat unclear future of Jelgava in that respect that the development could take either of two ways. Will Jelgava be developed into a regional centre or will it continue to be an edge city? Some of the development today point towards a regional centre, something that could affect Jelgava and the ECN membership.

The Steering Group decided that Nacka and Ballerup were to contact Kifissia to discuss the future membership.

Projects

Ingegärd Ångström presented these proposals for projects which the ECN could work with

- European Territorial Cooperation: Regions for Economic Change: Urbact II
- 7th framework programme for research: Socioeconomic sciences & the humanities
- Lifelong Learning programme
- Europe for Citizens Programme 2007 – 2013
- EEA and Norwegian Financial Mechanism

Susse Bøtefyrh informed the Steering Group about the current situation for ECN Health Project.

- Conference in Ballerup 16. May 2006
- Meeting in Ballerup 17. April 2007
- Videoconference 18. June 2007
- Meeting in Getafe 5. October 2007

Moreover, the Steering Group discussed in connection with the Action Plan the possibilities the programme Interreg 4C could offer presented by North Down. North Down had looked into this programme which deals with multilateral cooperation and strategic development projects. The next suitable time to make a bid will be in six months. It was too early to make any decisions today, ideas about Interreg 4C projects can be put forward at the next meeting. North Down will return with a few lines on project ideas. Development an Incubation Center could also be an issue for cooperation. Fingal and North Down will make a draft to present on that issue.

Tourism could be another issue for the Action Plan. Ken Webb described an idea about specialised gardening which could be combined with education. To what extent this was issue for one area or member or the network must be considered first. The Steering

group was pleased to listen to this idea, as well as the interest in environmental issues, from North Down.

There is a big and rising interest in environmental issues. In the years 1999 – 2000 some of the partners such as Nacka, Getafe and Espoo worked together in EU projects that promoted environmental awareness and good practice for sustainable business growth among small and medium enterprises (SME) in our cities. A manual of SME environmental best practise was developed as a result. It should be considered if environmental issues, for instance recycling, can be put into the Action Plan. Maria Pedraza told the Steering Group that Getafe was interested in working with those issues. Nacka is also interested in environmental issues.

The Steering Group approved the Action Plan. (*Appendix E*).

Item 11

Finance - report and budget 2007/2008

Ms Marie Lawlor presented the current financial report as well as a budget for 2008. The contributions from Kifissia were still missing, although invoice and remainder had been sent to Kifissia. At the next meeting with Kifissia the issue about the contributions will be raised.

The Steering Group decided to omit Kifissia from the 2008 budget.

The ECN economy is good, it is possibly to engage outside experts for specific tasks and use our own staff for other tasks. The invoices regarding annual management for the website should be paid, ECN will then be credited.

The Steering Group decided to put the financial report aside. (*Appendix F*)

The Steering Group decided to adopt the adjusted budget for 2008. (*Appendix G*)

Item 12

Handbook – report from Ballerup

Susse Bøtefyhr presented the handbook.

Kifissia, North Down and Grodzisk still had to send in their parts to make the handbook complete.

The handbook's structure was for each chapter/member

Information of:

- Profiles
- Values
- Politics and policies
- Key figures
- Administration
- Powers and responsibilities
- photos, charts, tables, graphic representations and similar
- lists of relevant contact information

Ballerup was now continuing with the next step

- Collecting missing questionnaires
- Producing a second draft

Updating is hereafter a responsibility of each partner

A web version had also been considered by Ballerup with the aims: easy to build up and update, cheap and feasible way and user-friendly. It was recommended to put it on a specific subsite with a link on the www.edgocities.com front page.

Ballerup was now continuing with the next step

- Collecting missing questionnaires

- Producing a second draft
- Updating is hereafter a responsibility of each partner.

The Steering Group decided to wait and see how the new website can integrate the handbook in a suitable way.

Item 13

ECN Presidency 2009

The steering group had at an earlier meeting decided that Getafe was to hold the Presidency in 2008/2009.

The Steering Group proposed that Grodzisk hold the Presidency 2009/2010.

Ms Marta Gamdzyk will raise the issue when back home and return with a confirmation.

Item 14

Next meeting with the Steering Group

The next meeting will be in Brussels on 7 -8 February 2008.

/Ingegärd Ångström/
Chairman

/Hans-Ivar Swärd/
Secretary



COLLABORATION BETWEEN TOWNS AND CITIES
ON THE EDGE OF EUROPE'S CAPITALS

MINUTES OF THE EDGE CITIES STEERING GROUP MEETING HELD ON THURSDAY 23RD NOVEMBER 2006, BRUSSELS HOSTED BY BALLERUP COUNCIL, DENMARK

Minutes of Edge Cities Steering Group Meeting

Thursday 23rd of November 2006 from 09.45 – 18.00 Hrs.

Hosted by Ballerup Council, Denmark

VENUE: LGDK Office, Local Government Denmark

Rue de la Science 4, 6, B-1000 Brussels

Attendance: Deputy Mayor, Tom Nielsen - Ballerup
International Co-ordinator, Susse Bøtefyhr - Ballerup
International Consultant, Susanna Nielsen - Ballerup
Councillor, Leslie Cree – North Down
Administrative officer, Ann Markey – Fingal
Senior Staff Officer, Marie Lawlor – Fingal
International Co-ordinator, Ingegärd Ångström - Nacka
International Co-ordinator, Maria Pedraza – Getafe

Guests: Mayor's Proxy, Jan Pazio - Grodzisk Mazowiecki

Apologies: Kifissia, Jelgava, Marzahn-Hellersdorf

Chair: International Co-ordinator, Susse Bøtefyhr chaired the meeting.

Decisions/Follow up:

Item 4: *The presidency considers visiting Kifissia in order to get to know their stand-point regarding future membership of the Edge Cities Network. Furthermore, Ballerup considers visiting Marzahn-Hellersdorf, Grodzisk Mazowiecki and Budapest 15 in order to further inform about the Edge Cities Network and contribute positively to these cities' considerations for becoming members of the Network.*

The ECN will make a contact to the UK Council's London European Forum and promote the Network.

- Item 5:** *Fingal will prepare a suggestion to how the ECN partners can work together within the theme 'Youth Participation'.
Ballerup sends out a new letter to the partners concerning possible cooperation within the theme 'Public Health'. Partners having interest in the health project must make a written declaration within 14 days.*
- Item 7:** *Handbook: A questionnaire will be sent out in December. Each partner will appoint a contact person, who is responsible for carry out the work relating to the handbook. The deadline for returning the questionnaire is 15 February 2007*
- Item 8:** *It was stated that it is possible for the Comenius project to use the website for communication between the partners.
No final decision was taken about the website.*
- Item 9:** *Getafe will become president of the Edge Cities Network in 2008-2009 after Nacka 2007 - 2008.*
- Item 10:** *Main focus points of the Nacka presidency will be 'Innovation and Education'.
The Nacka spring meeting will take place 24th – 25th May 2007. A next meeting is proposed for 20th – 21st of September 2007.
It has later been decided to postpone the meeting until 12 – 14th of September due to elections in Spain and Ireland.*
- Item 11:** *The statutory articles were approved with included amendments. The presidency will send out for the very last approval.
The presidency prepares a new draft of the strategic and action plan to be sent out to the partners. The partners will make comments and amendments to the draft, whereupon the presidency prepares a final draft for decision-making at the next meeting of the Steering group.*
- Item 12:** *The Steering Group will continue the progress for admitting Grodzisk Mazowiecki to the Edge Cities Network.*

1. Welcome by International Co-ordinator Susse Bøtefyhr, Ballerup and Birgit Øbakke, Head of the Brussels Office from the Organisation of Local Government Denmark.

A special thanks was given to Birgit Øbakke, Head of Brussels Office from the Organisation of Local Government Denmark for hosting the ECN Steering Group meeting.

A special welcome was given to Mayor's Proxy, Jan Pazio, Grodzisk Mazowiecki for attending the meeting as a potential new member of the Network.

Furthermore, Susse Bøtefyhr explained about the agenda implying the main objectives of the Ballerup presidency:

- to have the ECN fully integrated at all levels in the member organisations
- to strengthen the knowledge sharing among the organisations
- to prepare a set of statutory articles and a strategic/action plan

Birgit Øbakke explained about the necessity for the Organisation of Local Government Denmark and similar organisations for having a permanent office based close to the EU decision-making bodies. The organisation of Local Government Denmark is working to gain as much influence as possible on the EU legislation.

They are working in close co-operation with other countries and their organisations of local government, in order to achieve a more powerful lobbying. Likewise, they are working closely with the elected members of the Committee of the Regions and prepare the elected members for the meetings and the various voting.

2. Approval of the Minutes

Approval of the minutes of the Steering Group Meeting 15th of May 2006, Ballerup and Triumvirate Meeting on 10th of October 2006, Brussels.

Decision:

The minutes were approved.

3. Finances: Report and Budget 2006 – 2007

Ann Markey and Marie Lawlor briefed about the income/expenditure account for ECN 2006 and the ECN budget 2007.

Susse Bøtefyhr informed that International assistant, Aguilara Vilma Mori, Nacka was interpreting for Getafe at the Elected Members' Forum. The entry of expected interpretation fee of 300 Euros should therefore not be stated. The balance sheet was corrected, so that the balance total is 23.480,47 Euros.

Susse Bøtefyhr stressed that it is necessary that expenses for interpretation are estimated in the budget.

Decision:

The ECN balance sheet 2006 and the ECN budget 2007 were approved.

4. Update on Members and New Members

a) Briefing by Ballerup:

Kifissia:

Due to recent elections, no-one from Kifissia was able to participate at this meeting. They will now consider their membership of the network. Susse Bøtefyhr has conducted a quite active approach towards Kifissia. Ballerup will continue this line by examining the possibilities for visiting Kifissia in order to get to know the standpoint of this municipality.

Decision:

An invoice for membership fee will still be sent to Kifissia as long as they do not resign their membership officially.

Prague 10:

At the moment it is not possible for Prague 10 to become a full member of ECN, while regulations only allow Prague City to enter into multilateral affiliation agreements. However, Prague 10 would like to be involved and take part in ECN projects.

Marzahn-Hellersdorf:

Due to recent elections Mayor, Uwe Klett was not re-elected at the election in October. A new mayor has just recently been appointed and despite great interest Marzahn-Hellersdorf was not able to be represented at this meeting.

Ballerup considers visiting the new mayor in order to inform more about the Edge Cities Network, and encourage them to participate at the next meeting in Nacka.

Budapest 15:

Budapest was not able to attend this meeting. Ballerup considers visiting Budapest 15 and in this way inform them more about the Network.

Susse Bøtefyhr explained that the ECN cannot expect to get new members without doing some proper spadework.

Ankara:

Ballerup had a meeting with the Turkish ambassador in Denmark in order to discuss the possibilities for a Turkish twin-town to Ballerup and the possibility of finding an edge city to Ankara being relevant to the Edge Cities Network. Ballerup is now awaiting a response from the Embassy.

Paris:

At the Triumvirate meeting it was decided not to contact more new members before the Steering group has been in contact with the former members.

London – Croydon & Barnett Borough:

Croydon is still facing financial problems and is not able to rejoin the Network. Helen Mason from Croydon has proposed that the UK Council's London European Forum is contacted with relevant information about ECN in January 2007.

Ann Markey informed that Barnett Borough is also struggling with the financial situation and will not be able to become a member of the Network.

Decision:

The steering group agreed that it is a good opportunity to make a contact to the UK Council's London European Forum and inform them further about the Network.

b) Briefing by Ballerup and Nacka:

Jelgava:

The Vice Mayor in Jelgava has become a Minister in the Latvian government. It has created some bustle in the municipality and Jelgava was unable to attend this meeting.

Ingegärd Ångström is in contact with the Mayor, who is positive about joining the Edge Cities Network. The ECN will now wait and see as regards Jelgava's decision for becoming a member.

Haarlem:

Ingegärd Ångström has researched on Haarlem and been advised to get in contact with Haarlem while Amsterdam is regarded as the capital.

c) Briefing by North Down:

Vilnius:

North Down has not been in contact with Vilnius.

5. Update on projects/project ideas

a) Presentation by Fingal:

"Youth Participation"

Fingal has a strong focus on involving young people, e.g. via the Fingal Youth Council. Hilary Kendlin, who is working with the Youth Council, is interested to work with other ECN partners within the theme 'Youth participation'. Fingal is also in contact with Birmingham which may be interested in cooperation within this theme as well.

Susse Bøtefyr explained about the Youth Council and the Children Council Day in Ballerup. At the Children Council Day the children get the authority to spend a certain amount of money on a specific case, project etc., which they find relevant.

Jan Pazio informed that so far Grodzisk Mazowiecki has not had much success with involving youth. In the light of this Grodzisk Mazowiecki might also be interested in cooperation within this issue.

Decision:

Fingal will prepare a suggestion to how the ECN partners can work together within the theme 'Youth Participation'. The proposal does not need to conclude in a project.

b) Briefing by Nacka:

"Comenius"

Ingegärd Ångström informed about the Comenius project which is lead by a school in Nacka. The topic is 'Lifestyle', and all partners involved find the project a great success. The next meeting of the partners will take place in Dublin, 11th – 12th of December. Here they will exchange experiences and discuss a new application for next year. Getafe and Prague 10 have been invited too.

c) Briefing by Ballerup:

"Public Health"

Susse Bøtefyr regretted that Ballerup has not received any answers from the partners to the call Ballerup has made for cooperation within the theme Health. A letter was sent from the mayor of Ballerup to all partners on the 11th of September.

Ballerup needs a very clear commitment in order to continue the preparations for setting up a health collaboration forum.

Decision:

It was agreed that Ballerup as soon as possible sends out a letter to the partners once more (the letter was sent 8th of December). Partners having interest in the health project must make a written declaration within 14 days.

Both Fingal and Nacka expressed their interests at the meeting.

"Local Consequences of Globalisation"

It has earlier been expressed by North Down that 'Globalisation' was not a relevant theme for them. While the other partners at the same time have not paid the theme any further interest, Ballerup has decided not to do any further work before a greater interest is shown.

Ingegärd Ångström added that it is not a necessity that all themes conclude in projects and working groups.

Decision:

The Steering group will wait and see the future developments and possible declarations from interested partners.

"Citizen Participation"

Decision:

The Steering group will await the conclusions of the discussion of the conference "Governance and Citizen Consultation and Participation".

d) "Education Network"

Briefing by Ballerup & Nacka -

Great interests have been shown to establish an education network with involvement of the key persons responsible within this area.

Ballerup is ready to call for a first meeting.

Fingal and North Down do not have education as a field of responsibility, and will therefore not be able to give any input to such a Network.

Nacka has planned that the theme for 2007-2008 will be Innovation and Education. Nacka is interested in the pupils' performances and how the schools can improve their quality, results and cooperation.

Decision:

It was decided to wait for the meeting in Nacka before establishing an education network.

6. Forum of Elected Members

As a result of the presidency's meeting in Getafe on 28th of September 2006, it was decided that a meeting of the Forum of Elected Members' would be held in connection with the Edge Cities meeting in Brussels. By request of Getafe the theme of the meeting is immigration.

Decision:

It was agreed to wait and see the conclusions of the meeting of the Forum of Elected Members, before making any decisions about possible collaboration within this field.

7. Handbook

In May 2006, it was decided to prepare a handbook of task distribution among levels of authorities in the Edge Cities partner countries. The handbook should give an insight into which tasks municipalities; regions and the state implement in the countries concerned and get both politicians and civil servants from Edge Cities partners more acquainted with each other and not least with each others way of functioning.

The steering group discussed the first draft. Ingegärd Ångström and Ann Markey both raised the question about how comprehensive the Handbook should be. They expressed their concern about how much time it will take to fill in the requested information and possible problems with obtaining the requested information and keep it updated.

Susse Bøtefyhr explained that the Handbook should reflect the information, which both politicians and officers need in order to get a better understanding of the partners as well as improve the collaboration between the partners.

There will be items contained in the Handbook, which cannot be filled in by every partner – either because the partners do not have this area as a field of responsibility or cannot access the information for other reasons.

However, the better the handbook is filled in, the more clearer the exact differences between the partners become and the easier it becomes to know, how we can work together.

Decision:

The Steering group agreed about the first draft. On Nacka's suggestion information about the partners' international relations and politics will be added into the draft.

The questionnaire will be sent out in December and each partner will appoint a contact person, who is responsible for carry out the work relating to the handbook. The deadline for returning the questionnaire was set for 15th of February 2007, in order to prepare a final draft of the handbook for the Edge Cities meeting in Nacka in spring 2007.

8. Website

In May 2006, it was decided to update the website with the new brochure. Ann Markey explained about a quotation from Tibus for the costs relating to this work. With this update there will be a link to each partner's own website and the content of the brochure will be the only information to be found at the ECN website.

This started again the discussion about the actual needs and functions of the ECN website.

Ingegärd Ångström stressed the need for using the Forum for the work and information of the Comenius project as well as the need to have people trained in using the Forum.

Susse Bøtefyhr stressed the need for having a website that informs the outside world about the ECN and its activities and a website which is updated.

Derived from the various discussions and proposals, it was suggested to set up a working group that

- examines the needs and wishes for an ECN website
- examines the present website's functions and limitations/possibilities
- examines the costs for the requested improvements and changes and finds out who will be capable of making the website.

It was not agreed to set up a working group. The Steering Group all went to have a look at the website and to solve the problems about login to the ECN Forum.

It was stated that it is possible for the Comenius project to use the website for communication between the partners

Decision:

No final decision was taken about the website.

9. Nominations for presidencies 2008 – 2011

Getafe has offered to take over the presidency after Nacka.

Decision:

The Steering Group decided that Getafe is to become president of the Edge Cities Network in 2008-2009 after Nacka 2007 - 2008.

10. Next meeting

Ingegärd Ångström informed that the focus point for the Nacka presidency will be "Innovation and Education." Furthermore, there will be a strong focus on the Comenius project. The Nacka spring meeting was proposed for 24th – 25th of May 2007. A next meeting was proposed for 20th – 21st of September 2007.

Decision:

It has later been decided to postpone the meeting until 12th – 14th of September due to elections in Spain and Ireland.

The partners agreed that 'Innovation and Education' is a highly relevant theme. The steering group agreed the meeting dates.

11. Discussion of rules/articles and the 3-year strategic/action plan of the Edge Cities Network.

A new draft of statutory articles was discussed and looked through article by article. (See enclosure with amendments highlighted in red)

The following main issues were discussed relating to the articles:

- Responsibility and tasks of the presidency
- Structure of the items
- Questions about proper and clear formulation/wording

The steering group discussed the themes of the strategic plan 2007 - 2010. While North Down and Fingal do not have education and health as main fields of responsibility in the municipality, they will not be able to work fully within these themes.

Nacka wanted the Comenius project to be written into the strategic plan.

Decision:

The statutory articles were approved with amendments. A very last final approval will be made when a final draft has been prepared by the presidency.

Furthermore, the presidency prepares a new draft of the strategic- and action plan to be sent out to the partners. The partners will make comments and amendments to the draft, whereupon the presidency prepares a final draft for decision-making at the next meeting of the steering group.

12. Presentation by Grodzisk Mazowiecki

Mayor's Proxy, Jan Pazio thanked for the invitation to participate in the Edge Cities Network Meeting in Brussels. The Edge Cities Network will indeed be a rewarding cooperation for Grodzisk Mazowiecki to take part in, as well as Grodzisk Mazowiecki also will become a rewarding partner to the Network.

Jan Pazio therefore expressed his hopes that the political discussions in Grodzisk Mazowiecki will favour a future membership of the Network. In this connection, he invited the Presidency to visit Grodzisk Mazowiecki in order to contribute positively to the considerations and discussions of the local council.

In the presentation of Grodzisk Mazowiecki following main points were presented:
(See enclosure for the presentation)

- Local government in Poland is today a real independent authority.
- Grodzisk Mazowiecki has experienced a major economic growth within the last years – 25% from 2004 – 2006 and 45% from 2006 - 2007
- The growing economic development creates the basis for a social development
- Town planning is an overall focus point of the municipality
- Grodzisk Mazowiecki experiences an increase in number of inhabitants and is planning to build more houses.
- Grodzisk Mazowiecki has four industrial zones with a well-run industry including several foreign companies
- The municipality is leading different EU-projects
- Grodzisk Mazowiecki bears a characteristic cultural heritage.

Decision:

The Steering Group took note of the presentation and will continue the progress for admitting Grodzisk Mazowiecki to the Edge Cities Network.

END OF MEETING



COLLABORATION BETWEEN TOWNS AND CITIES
ON THE EDGE OF EUROPE'S CAPITALS

**MINUTES OF THE EDGE CITIES NETWORK CONFERENCE “GOVERNANCE AND CITIZEN CONSULTATION AND PARTICIPATION”
HELD ON FRIDAY 24TH OF NOVEMBER 2006,
BRUSSELS
HOSTED BY BALLERUP COUNCIL, DENMARK**

Minutes of Edge Cities Conference

“Governance and Citizen Consultation and Participation”

Thursday 24th of November 2006 from 09.00 – 16.00 Hrs.

Hosted by Ballerup Council, Denmark

VENUE: Committee of the Regions

101 Rue Belliard, B-1040 Brussels

Main points and conclusions at the '*Governance and Citizen Consultation and Participation*' conference held in Brussels Friday 24th of November 2006

A mix of approximately 40 elected members and civil servants took part in the conference, which was arranged within the framework of the Edge Cities Network.

At the conference both the theoretic perspective and practical knowledge of citizen consultation and participation in local government were presented. Initiatives of the European Commission and the Committee of the Regions and cases of best practises of the Edge Cities partners were elaborated.

At the conference there was a common understanding that citizen consultation and participation is a core issue in developing local democracy and a core element of good governance.

The various presentations further buttressed this understanding:

Presentation by Assistant Professor, Sune Johansson, Roskilde University, Denmark (see attached presentation)

- Different theoretical perspectives on democracy and citizenship help to understand the broad and complex scope for involving citizens in policy making
- Four different citizen profiles indicate a basis for what kind of citizens - and to what extent these citizens - are participating
- The fact that traditional structures are breaking up does not mean that we get a weaker democracy; it just means that the democracy is changing.
- A majority of the participating citizens is middle-aged men
- About legitimacy – what you put in is also what you get out
- Involving the citizens require that rules and conditions are set up - in the end it is the politicians who take the final decision anyhow

Presentation by Chief Executive, Anders Agger, Ballerup, (see attached presentation)

- Ballerup has a long tradition and positive experiences with citizen consultation and Ballerup is today working strategically within this area
- Working strategically with citizen participation require fundamental preparations of the civil servants
- Civil servants from different areas in the organisation are all involved in this work
- Working strategically with citizen participation also requires that the municipality is capable of preparing the citizens being involved without controlling and dictating the process
- Starting citizen participation initiatives have always had the support of all parts in the municipal council, however, there has been discussion about how the citizen participation processes should take place

Presentation by Director of Strategy, EU Directorate General Communication, Tamas Szucs (see attached presentation)

- After the decision about the 'pause for thought', the EU Commission has taken different initiatives in order to strengthen the relationship between EU and the EU-citizens
- 'Plan D' is meant as a guide to all member states to initiate a debate and being aware of the citizens' need and expectations in the EU
- The intention with these kind of initiatives and activities is not to invent the wheel once more, but to strengthen the means and possibilities already available
- IT- and web solutions are useful tools in this process
- Challenges:
 - to get the whole organisation working for the aim

- the existence of a lot of ideas and proposals and the lack of financial resources to implement it all

Presentation by Director of the Registry, Legal Service and Assistance to members, Committee of the Regions, Steen Illeborg (see attached presentation)

- Committee of the Regions has another perspective on working with the initiatives of the EU Commission:
- The Committee of the Regions is 'closer' to the local people through the systems and organisations of local politicians and civil servants
- The contact to the local press instead of the national press is another way of raising awareness of EU issues
- All communication must be purposive and differentiated – otherwise the EU-citizens are mislead thereby do not get any incentives for being involved

Presentation by Deputy Mayor and President of the Social Committee, Eva Öhblom Ekdahl, Nacka (see attached presentation)

- Nacka has carried out two democracy audits in order to analyze and evaluate the efforts of the municipality
- Surveys have been made among the elected members and the citizens – the elected members tend to be more positive in their answers than the citizens
- The surveys showed that the citizens were interested in having a say on more decisions being important for their daily life
- Nacka experienced from the surveys that they should improve their services and performances
- Examples of initiatives taken as a result of the surveys: reduced the number of elected members in the municipal council and started to web-cast the municipal council meetings
- Nacka is doing the same audit again in 4 years in order to see if they have improved

Presentation by Senior Executive Officer, Stephen Peppard, Fingal (see attached presentation)

- Together with 4 other European local authorities, Fingal is conducting a EU-project called 'eParticipate web-casting'
- Fingal is webcasting the Council meetings and other public meetings live over the Internet
- The webcasting has proved to be a big success with a lot of people using the tool
- Webcasting is simple – but it is the operational and preparation processes which are important and demanding
- It is important to make a lot of continual PR about the project in order to raise awareness and make the citizens interested
- The citizens seem to be most absorbed in environmental and planning issues
- This project has been implemented within the organisation without engaging additional staff
- A cost benefit analysis is needed in order to prove to the citizens and the politicians what the outcome and results are

Presentation by Strategy Development Officer, Hilary Kendlin, Fingal (see attached presentation)

- In 2000 Ireland made a 10-year National Children Strategy and as part of this strategy Fingal established the Comhairle na nóg (local youth council) in 2002
- The children are very keen on participating and this initiative seems to make the children more interested in becoming politicians when they grow up
- So far the adults have led the organisation and format of the meetings, but the children are being more and more involved with these tasks themselves

- England is a step ahead as regards youth councils, and Fingal is cooperating closely with Birmingham
- The youth council does not have any authority to spend money on particular projects or cases – they only discuss the relevant topics

Presentation by Deputy Mayor, David Lucas, Getafe (see attached presentation)

- Getafe has a strong tradition for consultation of citizens and is having a great success with the participative budget initiative - an initiative where citizens can debate and decide over the public budget
- The idea of the participative budget arose when an analysis showed that the citizens found that the municipality was not involving them enough
- The project was planned to be a 'bottom-up' initiative
- However, the process and structure of the participative budget are well defined and organised
- The politicians want to have legitimacy about their decisions, and with the participative budget the decisions are taken in line with the citizens' proposals
- Not all parts of the budget are open for participation and needs and priorities are the key words during the process
- The citizens want the initiative to continue, however, Getafe has had some difficulties with running this project:
 - Some of the employees have felt that responsibilities have been taken away from them
 - To find a level of information and communication where all citizens can manage
 - To avoid that all NGO's' and individual ideas and wishes do not dominate the process

Presentation by Chief Executive, Anders Agger, Ballerup, (see attached presentation)

- Ballerup has set-up an E-panel consisting of 1,500 citizens
- The E-panel is a new way to consult the citizens on relevant issues in the municipality and the panel has turned out to be a great success
- A lot of people want to get involved in the E-panel and they feel that their involvement makes a difference
- 4 studies on different relevant issues are carried out in the panel every year
- In this way visions, strategies and other major issues are spread out to a broad discussion and politicians get a feedback they can use in the policy-making process
- The costs relating to the running of the E-panel are very small compared to what the municipality get out of the E-panel



COLLABORATION BETWEEN TOWNS AND CITIES
ON THE EDGE OF EUROPE'S CAPITALS

MINUTES OF THE EDGE CITIES ELECTED MEMBERS' FORUM HELD ON THURSDAY 23RD NOVEMBER 2006, HOTEL LEOPOLD - BRUSSELS HOSTED BY BALLERUP COUNCIL, DENMARK

Minutes of Edge Cities Network – Elected Members' Forum

Thursday 23rd of November 2006 from 09.45 – 12.15 Hrs.

Hosted by Ballerup Council, Denmark

VENUE: Hotel Leopold – “Leopold Room”

35 Rue de Luxembourg, B-1050 Brussels

Conclusions and main points of the Elected Members meeting on immigration

PARTICIPANTS

Fingal

- Cllr. Margaret Richardson
- Cllr. May McKeon
- Senior Staff Officer, Marie Lawlor (European Section)
- Strategy Development Officer, Hilary Kendlin

North Down

- Cllr. Leslie Cree

Getafe

- Deputy Mayor David Lucas
- Officer of the Public Finance Area Carlos Lopez

Nacka

- Deputy Mayor Eva Öhbom Ekdahl
- Cllr. Monica Brohede Tellström
- Cllr. Gunnel Nymann Gräff
- International Assistant Aguilara Vilma Mori

Ballerup

- Mayor Ove E. Dalsgaard

- Chief Executive Anders Agger
- Cllr. Kåre Harder Olesen
- Board of Directors' Secretary Mette Louise Ebdrup

Grodzisk Mazowiecki

- Deputy Mayor Maria Grabowska
- Cllr. /Vice President Joanna Wróblewska
- Project Manager Urszula Chrzanowska

Presentations (see the attached slides):

1. EU-Policy on Immigration and Integration
Attaché on Refugees, Immigration and Integration, Perm. Repr. DK, Pernille Breinholdt Mikkelsen
2. Integration in Ballerup
Chief Executive Anders Agger
3. Ballerup Integration Council
Cllr. Kåre Harder Olesen, Ballerup
4. Immigration and Minority Ethnic Communities in Fingal
Cllr. Margaret Richardson, Fingal
5. The Experience of Nacka concerning Immigration and Integration
Deputy Mayor Eva Öhbom Ekdahl, Nacka
6. The Experience of Getafe concerning Immigration/Integration
Public Finance Officer Carlos Lopez, Getafe

The six different presentations were the starting point for the exchange of views and experiences concerning immigration and integration.

Main Points and Conclusions:

Homogeneity and Time Perspective

- The degree of homogeneity has a large influence on the community's ability to integrate the immigrants.
- Likewise, the speed with which the immigration takes place has a massive impact on the integration process.
- For instance, Fingal was not aware of immigration before 1996. Since then Fingal has experienced an enormous influx of immigrants from many different countries which put an enormous strain on schools, housing etc. There are now over 100 different nationalities in schools in Fingal.
- The situation is comparable in Getafe where the number of immigrants has grown rapidly in recent years.
- In Grodzisk Mazowiecki the situation might develop in a similar direction in a few years time, and the Irish and Spanish experiences could be very useful to prepare the city for handling the challenge.

Housing Policy

- Avoiding ghettos and social deprivation among immigrants are crucial to a successful integration.
- In Ballerup this has been avoided through a number of different measures. For instance through the council's right to assign citizens to 50 per cent of the public housing and a large degree of help by volunteers and employees in overcoming social or cultural barriers.
- The right of the local authority to assign citizens to public apartment has a big influence on the development of the areas and the possibilities for the immigrants to be integrated in the community.

Labour Market

- Everybody agreed that employment is the key to integration.
- To that end a basic knowledge of the language, history and the country's institutions are pivotal.
- The Edge City members where English is mother tongue, have a big advantage in that respect.
- The immigrants' country of origin and background also influence their ability to acquire the basic skills.
- In Nacka there is a better record concerning integration to the labour market than in Ballerup, where there is a large number of immigrant women who lack skills in Danish and therefore are excluded from the labour market.

- The rapid economic growth in the other Edge City member countries has put them in a better situation.
- In Fingal there is a special challenge concerning the number of people coming from other EU countries, especially the accession countries. These are not considered to be immigrants, but still they put the entire community under a lot of pressure, for instance schools, day-care institutions, housing and social benefits. In some areas the population growth is 250%!

Conclusion

- ➔ Integration policy has to be part of all local policies and every day practice.
- ➔ The Edge City Network is a useful forum for discussing solutions and methods to improve integration.

Appendix B to minutes 14 September 2007



MINUTES OF THE EDGE CITIES TRIUMVIRATE MEETING HELD ON THURSDAY 16TH APRIL 2007, BALLERUP – DENMARK HOSTED BY BALLERUP COUNCIL DENMARK

Minutes of Edge Cities Network – Triumvirate Meeting

Thursday 16th of April 2007

Hosted by Ballerup Council, Denmark

VENUE: Hotel Lautruppark

Borupvang 2, 2750 Ballerup - DK

Attendants:

Ingegärd Ångström, Nacka
Maria Jesus Pedraza, Getafe
Susse Bøtefyhr, Ballerup

Agenda:

0. **NEW** Draft Programme Edge Cities Meeting in Nacka 12th – 14th of September
1. Steering Group Meeting
2. Elected Members' Programme
3. Conference
4. Seminar

Ad 0 Invitation from Nacka to the next Edge Cities Network Meeting

Ingegärd Ångström brought a first draft of the programme for the next meeting in Nacka:

Conference on Innovation on the 13th of September and on the 14th of September meetings in the following; steering group, elected members' forum and in a new working group for education and innovation.

There will be a signing ceremony with Grodzisk Mazowiecki – Susse Bøtefyhr is bringing the charter to be signed

New Presidential Network Issue: Innovation

There will be a conference on the 13th of September about Innovation with presentations from the Swedish Innovation Professor, Kai Mickos and from the partners.

Definition: Innovation is taking something new into the market for which there is a demand. It is important to stimulate people to imagine new things. It is not entrepreneurship.

Once the idea is conceived, it is important to bring it to reality and to introduce it to the market.

Many local governments in the Stockholm Region have - with support from the EU Regional Fund – made projects based on Professor Kaj Mickos' ideas about innovation. He has developed a system called "Innovation Race" – a 72-hour session where people generate new ideas.

In Nacka they have appointed "Innovation Guides" – which could be a new project for the partners.

There is a close connection between education/business/labour market.

The whole innovation concept is related to the Lissabon Strategy.

Ad 1 Agenda Steering Group 13th of September in Nacka

- 1. Welcome to Grodzisk Mazowiecki**
- 2. Approval of the Steering Group Minutes, Bruxelles 23rd – 24th of November 2006 and Minutes Triumvirate Meeting 16th of April 2007.**
- 3. Update on Members and New Members**

All members - especially the triumvirate members – will do what they can to provide new members.

Rome, Berlin, Paris and London have priority.

Rome: Maria J. Pedraza is first using her connection outside Rome

Berlin: Maria J. Pedraza and Susse Bøtefyhr continue the search

Paris: Maria, Ingegärd Ångström and Susse are using all their contacts to find a

new partner

London: Susse Bøtefyhr is doing the follow-up

Ankara: Ingegärd is researching into Kazan – the edge interested in collaboration and recommended by the Turkish Embassy in Copenhagen: 40 000 inhabitants, 35 km from Ankara, 250 factories, 5 high schools and 10 primary schools - - and Susse Bøtefyhr is sending the new members template to fill out

Jelgeva: No news

Budapest: Was connected to Marzahn Hellersdorff in Berlin – so for the moment no contact

Haarlem: Ingegärd Ångström continues the contact – it has been confirmed that Amsterdam is being considered as the capital

Vienna: Ingegärd Ångström has done some research without result – so no contact for the moment

Marzahn-Hellersdorff: the network has received a letter saying that they are not interested

We still hope to hear some news from Kifissia. The plan was to go there and have a meeting with the mayor.

4. Update on projects

- Comenius School Project - Nacka
- Public Health Project - Ballerup
- Innovation – Nacka?
- Youth Participation – Fingal?
- Immigration –Getafe?
- Education Network - Nacka and Ballerup

Any other new ideas from other partners?

5. Finances – see enclosed "Consultancy and Budget"

6. Handbook – see enclosed "Consultancy and Budget"

7. Update Edge Cities Website - see enclosed "Website Update" – and a note from David Shivers about the website

Ad 5, 6 and 7

Ballerup had proposed to get a network consultant to analyse the present website from a user's point of view and to rewrite and update the information where necessary. This could be done in a week's time and would be executed in a coordinated and homogeneous way.

But Nacka proposed to ask their Media High-school pupils to make a proposal for a new website to be presented at the next meeting in Nacka. This was approved.

Concerning the handbook Ballerup had proposed to put it into a special sub-site to www.ballerup.dk – the [ballerup.dk](http://www.ballerup.dk) website has a possibility of almost in-numerous sub-sites for free which would be most suitable for the use of the handbook as this offers an excellent possibility of a user-friendly and relevant structure as well as useful and needed functions such as good searching facilities. The sub-site would then be placed as a link from the main Edge Cities website: www.edgecities.com Ballerup has up till now taken the responsibility for the birth and the establishment of the handbook including sending out questionnaires and incorporating the received completed questionnaires into the text.

To do the next step, Ballerup has made a proposal of using a network consultant for 3 weeks to transform the handbook from the present appearance into a website adequate form.

But this will be further discussed in Nacka once the Media High School proposal will be presented.

Ballerup has only received questionnaires from Fingal and Getafe.

8. Protocol - see enclosed

Ballerup is sending out for a final approval together with the minutes from the meeting in November.

9. Strategy Plan

The draft of April 2007 is revised according to the conclusions from the previous steering group meeting in Brussels, November 2006. It will be circulated together with the minutes of the November meeting.

If there are no further comments before 24th of August, the strategic plan is considered approved.

10. Action Plan

The action plan needs a thorough discussion at the next steering group meeting, so that the network has a clear working plan for the future.

The present draft will be circulated together with the minutes of the November meeting

11. Nominations for Presidencies 2008 – 2009

There are no candidates for the presidency after Getafe

12. Any Other Business

None



COLLABORATION BETWEEN TOWNS AND CITIES
ON THE EDGE OF EUROPE'S CAPITALS

MINUTES OF THE EDGE CITIES TRIUMVIRATE MEETING HELD ON THURSDAY 17th August 2007, NACKA - SWEDEN HOSTED BY NACKA MUNICIPALITY SWEDEN

Minutes of Edge Cities Network – Triumvirate Meeting

Thursday 17th August 2007

Hosted by Nacka Municipality, Sweden

VENUE: Hotel Skepparholmen

Franckes väg, 132 29 Saltjö-Boo Sweden

Attendants:

Susse Bøtefyhr, Ballerup
Ingegärd Ångström, Nacka
Anders Börjesson, Nacka
Vilma Mori, Nacka

Agenda:

1. Innovation Seminar
2. Political Forum
3. Steering Group Meeting
4. Innovation and Education Programme
5. Next meeting

1. Innovation Seminar

The Edge Cities Network Meeting in Nacka 12th – 14th of September consist of four programmes, we have an **Innovation Seminar** the 13th of September for all the participants to the Nacka Meeting. The other parallel seminars are the **political forum** for politicians, the **Steering group meeting** for steering group members and the new seminar about **Innovation and Education** – a starting point for a new working group for representatives on a strategic level in the Education field.

The meeting will be held at Conference Hotel Skepparholmen, where Nacka has made room reservations for the participants. Please contact Skepparholmen directly for booking info@skepparholmen.se and more information at www.skepparholmen.se. Please be aware that the hotel wants to have the bookings before the **29 of August**. For the Innovation seminar the 13th of September, it was decided to give a short introduction in the program on what do we mean by Innovation.

“Innovation is a cornerstone of the “Lisbon strategy” launched by the European Council in March 2000.

But what do we mean by Innovation?

Innovation is an often used word with many interpretations. However, there is a common understanding that innovation is **the creation of new ideas that can be developed to competitively goods, processes, services and procedures designed to satisfy human needs and provide business growth.**

The development of learning capabilities is also a key capacity for innovation growth,

which can lead to breakthroughs in new products and processes and can increase in

resource productivity. The main objective is to facilitate the development and usage of

Europe’s innovation potential by the creation of an environment in which enterprises

can start and grow.”

Representatives from ECN-partners give presentations of their work within the Innovation Fields, about 15 minutes each.

There will be a signing ceremony with Grodzisk Mazowiecki – Susse Bøtefyhr is bringing the charter to be signed

2. Political Forum

This forum shall make Study visit to different parts of Nacka. See the enclosed program.

Participants of this forum shall **present their respective projects and discuss what is up in their cities.**

3. Steering Group Meeting

The agenda for Nacka meeting was agreed on:

- **Welcome to the meeting and specially to Grodzisk Mazowiecki**
- **Approval of the Steering Group Minutes, Brussels 23rd – 24th of November 2006**
- **Information of the minutes from Triumvirate meetings in Ballerup and in Nacka**
- **Update on New Members, referring to the Strategic Plan**

Ingegärd inform that Jelgava shall participate to the Nacka meeting.

Susse has not received any answer from Kifissia, so no contact for the moment.

• Update on projects in ECN

- Comenius School Project - Nacka
- Public Health Project - Ballerup
- Innovation – Nacka?
- Youth Participation – Fingal?
- Immigration –Getafe
- Education Network - Nacka and Ballerup

Any other new ideas from other partners?

- **Decision on “Protocol Governing the Cooperation between the partners in ECN”**
- **Decision on Strategic Plan**
- **Action Plan** – Report and complement.

- **Finances** – Fingal shall present a financial report and Budget for the year 2008.
- **Handbook** – Report from Ballerup.
- **Edge Cities Network’s Website.** We discussed the idea to involve the Media High School for creating a proposal for a new website. A more specified proposal shall be presented at the meeting.
- **ECN Presidency, 2008 – 2009** Getafe is decided, proposals and decision for 2009 - 2010
- 4. **Innovation and Education – a starting point for a new working group**
It was decided to work out more detailed programmes in order to get the right people from each partner to the meeting.
- 5. **Next meeting:**
It has to be decided at the steering group meeting.



Appendix C to minutes 14 September 2007

PROTOCOL

Governing the cooperation between the partners in the Edge Cities Network

August 2007

PROTOCOL GOVERNING THE COOPERATION BETWEEN THE PARTNERS IN THE EDGE CITIES NETWORK

1. STATEMENT OF COLLABORATION

This statement was first drawn up under the Collaboration Agreement for the Edge Cities Network, signed at Loures, Portugal, June 1997 and later agreed in Ballerup, May 2006.

“The Edge Towns and Cities represented below come from several different regions of the European Union. Whilst we have varying sizes and origins, with different cultures and patterns of development, what we all have in common is our proximity to the main capital of our country.

We have identified many common economic, social and environmental issues and are all confronting the impact of the global economy on our Edge Towns and Cities. Whilst we are seeking to respond to these challenges in different ways, we also recognise that there is a great deal of experience that can be shared and new ideas and methods that we can learn from one another.

We agree to co-operate as an Edge Cities Network in order to share knowledge, develop models of good practice and to test out new approaches and strategies to support sustainable growth and development of our respective towns and cities. We also agree to disseminate the results of this collaboration to benefit other edge city areas within the wider Europe.

We agree to meet as a network at regular intervals in order to share experience and outcomes and to ensure co-ordination of actions. We also agree to collaborate in submitting proposals for relevant areas of European funding to further the work and objectives of the Edge Cities Partnership.”

MEMBERS OF THE EDGE CITIES NETWORK

Nacka, edge of Stockholm, Sweden

Kifissia, edge of Athens, Greece

Getafe, edge of Madrid, Spain

Fingal, edge of Dublin, Ireland

North Down, edge of Belfast, Northern Ireland

Ballerup, edge of Copenhagen, Denmark

Grodzisk Mazowiecki, edge of Warsaw, Poland

2.

2. VISION

The vision of the Edge Cities Network partners is to constantly improve and qualify the service delivery of each local partner organisation through the network collaboration to the benefit of citizens in the municipalities.

3. AIM

The aim is to on all levels of the partner organisations to fulfil the vision by

- *discussion of strategies*
- *developing action plans*
- *carrying out common projects*
- *carrying out seminars, conferences etc.*
- *establishing thematic subgroups and networks*
- *developing bi-lateral linkages and wider links with other Edge City partners where synergies are identified*

4. STRATEGIC PLAN

Every third year the Steering group prepares a strategy plan for the work and developments in the Network. The 3-year strategy plan should be a road map, describing selected strategic development topics and the issues of the Network.

The topics in the strategic plan should be designed to develop local government in the partner countries to the benefit of citizens in the municipalities.

The strategic plan will be followed by a 3-year action plan.

The Steering Group at the annual spring meeting revises the strategic plan.

The strategy plan will be found as an appendix to the articles.

5. ACTION PLAN

Every third year the Steering group prepares an Action plan, which follows up on the 3-year Strategic Plan. The Action plan describes the proposals, initiatives and work of the Steering group in order to comply with the goals in the Strategic plan.

The Steering Group at the annual spring meeting revises the Action plan.

The Action plan will be found as an appendix to the articles.

6. HANDBOOK

The handbook of responsibilities and task distribution of local government in the different member countries forms a basic tool for the discussions and knowledge sharing of the Network.

3.

7. MEMBERSHIP

7.1. Membership structure

Ordinary Members:

Edge Cities partners within the EU countries or within the EU accession member countries will be seen as the core members of the Edge Cities Network. The Partners will strive to identify further members from the edge of major capitals of EU Member States not yet represented.

Intermediate Members:

Before becoming a full member of the Edge Cities Network the candidate municipality will be invited to participate in 1-2 ordinary Edge Cities meetings.

International Observers:

Observers can be nominated from towns and cities situated on the edge of main international capitals on other continents.

7.2 Criteria for identification and acceptance of new members

Following criteria exist for becoming a member of the Edge Cities Network:

- *Located as an edge of a major capital city in a EU country or in a EU accession country.*
- *Status and identity not as a suburb but as a political and administrative entity of its own.*
- *Key edge city characteristics – such as experiencing a number of economic and social challenges resulting from close proximity to the capital city.*
- *Identified synergy with the core issues and priorities of the Edge Cities Network.*
- *Added value to the Network brought by the new member.*

7.3. Procedure for selection

Following procedure is followed when becoming a new member of the Edge Cities Network:

- *New Members will in general be identified and recommended by other existing Edge City Partners. This may include sister or twin towns or other economic links that Partners have already developed (see also 7.2)*
- *The potential new Member will be invited to an Edge Cities Meeting as an observer and will be asked to make a presentation to the Steering Group. This presentation should address the core Edge Cities Network criteria (as identified above) and state why the wish to join the Network*
- *The Steering Group must make a unanimous decision on new Members*
- *The President will then write to the new Member on behalf of the Network to invite them to join the Network*
- *The new member will sign the Statement of Collaboration*

4.

7.4. Termination of membership

Membership of Edge Cities Network may be terminated by:

- *voluntary withdrawal at any time,*
- *expulsion on serious professional grounds, or failure to pay annual subscriptions. After a first protest the partner to be expelled will be allowed to make representations and explanations. The final decision will rest with the Steering Group.*

•

8. PRESIDENCY

8.1. Role and function of the presidency

The presidency of the Edge Cities Network is the highest authority of the Network. The president should be an elected member from the Edge City authority, generally the Mayor or leader of the Council, except where other administrative arrangements prevail.

The role of the President is to represent the Edge Cities Network in relation to any external partners such as other relevant networks and institutions including in relation to the European Commission and Parliament and other EU institutions.

The presidency launches new themes of collaboration at its start, and these themes are to be elaborated further by having seminars/conferences during the presidency.

The President should take advantage of this period to specifically promote the Edge Cities Network within his/her own authority and to the relevant regional/national authorities to gain ongoing support.

8.2. Duration

The presidency is elected for a period of one year and is rotating among the partners. The transfer of the presidency is generally taking place at the spring Edge Cities meeting.

8.3. Responsibilities of the presidency

8.3.1. Administration

The presidency is responsible for the day-to-day running of the Network through close contact with the Triumvirate and the Steering Group:

- *organizing meetings and conferences*
- *preparing agendas and minutes (not later than one month after the meeting)*
- *prepare proposal for the budget*
- *ensure internal communication and being in close contact with the members of the Network*
- *responsible for carry out public relations and promoting the Network*
- *responsible for having the website updated and to further develop the website, www.edgecities.com*
- *responsible for updating the handbook of the Forum of Elected Members*
- *responsible for co-ordinating between different projects and working groups*
- *responsible for keeping the partners informed about EU-projects and programmes that can be used by the Network*
- *keep informed about the work and activities of the Members of the Network*
- *responsible for the implementation and the periodic revising of the Strategic- and Action Plans of the Network.*

5.

8.3.2. Meetings

The presidency normally hosts one or two of the Edge Cities Network meetings and will chair those meetings during the presidency period. The presidency ensures that the agenda will be forwarded in due time before these meetings and that the minutes will be circulated promptly hereafter. The presidency will also ensure that an annual budget will be submitted for approval at the autumn meeting.

9. FORUM OF ELECTED MEMBERS

9.1. Role and function of Forum of Elected Members

The Forum of elected members exist to provide a platform for dialogue between the various members on knowledge sharing and best-practises as well as give an opportunity to learn from the elected members different conditions.

9.2. Meetings of the Forum of Elected Members

The Forum may meet at least once every year in connection with the Edge Cities Network meetings. The topic for the meeting will be agreed in consultation with the presidency and the triumvirate. The meetings may include an informal event such as a guided tour or similar events relevant to the topic of the meeting.

10. STEERING GROUP

10.1 Role and function of the Steering group

The Edge Cities Steering Group is the core decision-making group and agrees the overall direction and strategy for the Edge Cities Network. The Steering Group comprises one main nominated representative from each of the Edge City Partner Authorities. These representatives are either senior executive staff or elected members, according to the structures and systems prevailing in the partner authorities. Should the representative be unable to attend the meeting a substitute should be nominated from the respective authority?

10.2. Responsibilities of the Steering Group

The Steering Group shall decide:

- *the 3-year Strategy Plan and Action Plan*
- *the annual budget*
- *the amount of membership fee*
- *the presidencies 2 years ahead*

- the dates and places of at least 2 meetings ahead
- on new applications for membership
- the priorities and framework for EU programme bids
- promotional actions and strategy, including actions to develop the interface with other relevant networks or EU institutions

6.

Furthermore the Steering Group:

- ensures revision of the Strategic plan once a year
- receives copies of project submissions made on behalf of the Network
- receives 6-months report on the budget from the manager of the Edge Cities operational fund
- agreed the annual accounts
- receives progress reports every 6 months from projects being carried out by members of the Edge Cities network (e.g. from the project leaders)
- receives progress reports every 6 months from the thematic sub groups/networks
- ensures that all members are engaged in at least one project idea

11. TRIUMVIRATE/EXECUTIVE COMMITTEE

11.1. Role and function of the Triumvirate/executive committee

The Triumvirate is a body consisting of the outgoing, the present and the incoming presidency. The Triumvirate is ensuring sustainability of the network and taking care of the current matters between the meetings together with the Presidency.

The Triumvirate should meet between the meetings in order to discuss relevant matters and the content of the coming Edge Cities Network meeting and together with the presidency decide the agenda of the meeting on all levels. Based on the proposal of the presidency the Triumvirate prepares the final budget for decision at the Steering Group meetings.

In special cases where postponement will affect the further process of the Network, the triumvirate can take decisions and has a liberty of action up to 3000 Euros. However, the Triumvirate has to inform the Steering group members if this special situation arises.

12. THEMATIC SUBGROUPS / NETWORKS

12.1. Role and function of the thematic subgroups/networks

The thematic subgroups/networks are set up as professional groups, which are focusing and working with relevant key subjects of the Network.

The work of the subgroups/networks should enhance the knowledge and best practice within the specific topic and in this way improve the efficiency and professional abilities of local officers. Accession partners and International Observers can be invited to join relevant thematic groups and networks.

The subgroups and networks will

- appoint a co-coordinator/project manager of each group/network
- prepare a terms of references for the running and work of the group/network
- make a progress reports every 6 months for the Steering Group
- set up a meeting whenever members of the Network find the need for further collaboration and elaboration within a specific subject.

7.

13. CONSULTANCY

13.1. Role and function of a consultant

A consultant can be used by the Network for special tasks and projects and whenever the Steering Group finds a need for it. The Steering Group must take the decision. Particularly a consultant can be used to find appropriate EU-programme and write submissions, based on the ideas and considerations of the Partners. Terms of reference of the consultant's work must be made whenever using a consultant.

14. MEETINGS

The Edge Cities Network meetings take place minimum two times a year. The meetings consist of

- *Elected members forum (once or twice a year)*
- *Steering group meetings (twice a year)*
- *Thematic subgroup/network meetings (when needed)*
- *Seminars/conferences*

The Triumvirate meets once between the Edge Cities Network meetings and when needed.

15. LANGUAGE

The working language of the Edge Cities Network is English. However, if special needs and situation arise interpretation can be provided at the Edge Cities Network's expense. The Triumvirate assesses this from time to time.

16. ACCOUNTANCY

16.1. Accounts & budget

The financial year of the Edge Cities Network is running from 01.01 – 31.12. The accounts are managed by one of the partners, appointed by the Steering Group to be the manager of the Edge Cities Network's operational fund. The annual accounts are presented and approved at the spring meeting.

The presidency prepares a proposal for the budget, which is discussed by the Triumvirate. The Triumvirate prepares hereafter the final budget for decision at the Steering Group meetings in the autumn.

The resources of the Edge Cities Network derive from member subscriptions to be paid before the end of the year. The Steering Group decides the membership fee.

16.2. Expenses relating to the Edge Cities Network meetings

Partners' travel and accommodation expenses related to participating in Edge Cities Network meetings are paid by the member municipalities themselves.

The presidency or partner, hosting the Edge Cities Network meeting, bear the costs related to the holding of the meeting, such as meeting facilities, speakers participation, dinners, transportation and similar.



APPENDIX 1 to Protocol

STRATEGIC PLAN 2007- 2010 APRIL 2007

The public sector is currently under pressure from many sides

- *The globalisation*
- *Free circulation of services in the EU countries*

- *The increasingly influence of EU decisions and policies – today experienced by even local communities*
- *The perspective of more tasks there need to be achieved with fewer resources*

In order to meet these challenges, it is important to exchange knowledge and experiences, prepare best practises and to collaborate directly among the municipalities. In this way

the municipalities are better prepared to cope with the challenges and can continue to develop local government and the performances of tasks.

In this context, The Edge Cities Network will need to focus on a number of selected strategic topics and organizational initiatives. These themes and initiatives should be designed to improve the work, projects and further development of the Edge Cities Network and in this way strengthening the local government in the partner municipalities to the benefit of the citizens.

PART I - STRATEGIC DEVELOPMENT TOPICS 2007- 2010

As agreed at the Steering Group meeting in Ballerup in May 2006, the strategic development topics of the next 3 years will to a considerable extent follow the perspectives of the EU Lisbon Strategy and the new programmes for Regional Development 2007- 2013. In this light the ECN has agreed about following focus areas:

- 1)a) Economic development/ competitiveness*
- 2)b) Health and disease prevention*
- 3)c) Citizen and youth participation/e-government*

1. Economic development/ competitiveness

1.1. Education and Innovation

Education is a key condition for citizens' ability to thrive and manage in today's knowledge economy. You will have to develop a number of different skills to make you act in and shape tomorrow's society. ICT, collaboration, critical thinking, problem solving and communication skills are essential as well as the skills within mathematics, science and engineering is fundamental for ensuring technical innovation.

This makes demands on the education given by the local authorities. The development of modern knowledge economies has increased the importance of education policies and demands efficiency and effectiveness in the use of resources.

Furthermore, in today's globalized world innovation and new initiatives are required by everyone – also the municipalities. The global development makes new demands to the poli-

cies of the Edge Cities. The partners of the Network must be conscious about the role of their own capital-region in the global scene. And the partners will have to use all kinds of human competence and qualification present in our local community.

The Edge Cities network will focus on how the partner municipalities can be prepared for the challenges of a globalized society and a knowledge-based economy.

The Network will exchange knowledge and work together within different ways of improving education and innovation in the edge cities.

2. Health and disease prevention

2.1. Public Health

All over Europe a marked rise is seen in the number of people having a bad health and living with an unhealthy life style. In September 2002, the European Parliament and the Council adopted a decision on a programme of Community action in the field of public health (2003–2008).

The general objectives of the programme are:

- (a) to improve information and knowledge for the development of public health;*
- (b) to enhance the capability of responding rapidly and in a co-ordinated fashion to threats to health;*
- (c) to promote health and prevent disease through addressing health determinants across all policies and activities.*

The Edge Cities Network will focus on how local government can improve the health protection among citizens and the initiatives/health strategies to be taken in order to create greater awareness about health and disease prevention. In its work with health, the Network will especially work within the field of public health and social inequalities.

3. Citizens and youth participation/e-government

3.1 Citizen participation

As stated in the "Governance and Citizen Consultation and participation" conference's issue paper, citizen consultation and participation have become highly relevant and is indeed a core issue in developing local democracy. It is recommended by the OECD

that the interaction between the citizen and the government is strengthening – but it is as well both a demand and a wish among the citizens and the public institutions themselves. The Edge Cities Network will focus on how the partners are working with citizen partici-

pation and consultation, and how the interaction can be further strengthened.

3.2. Children & Youth participation

"A direct way to foster a next generation of conscious and committed citizens as well as the next generations of local politicians". This was stated during the presentation of the Fingal Youth Council at the 'Governance and Citizen Consultation and participation Conference' in Brussels, November 2006. The involvement and commitment of children and young people are of great importance for the development and progress of the future local communities. Furthermore, the new ideas and activities of children and young people are contributing to engender innovation and change.

The Edge Cities Network will focus on how the partners are involving and cooperating with the children and young people. The partners will exchange ideas and knowledge within this field, and get to learn about the different initiatives and results of the edge cities municipalities.

PART II – STRENGTHENING THE NETWORK

The Edge Cities Network also needs to focus on its own situation and organisation. Within the last years the Network had partners resigning their membership without new members to come in. From the beginning, the Network has been a dynamic body with a varying level of activities and it is important to continue this way to assure that all partners always find it relevant to be in the Network and that the Network becomes a network for everyone within the different organisations of the member municipalities.

1. Members of the Edge Cities Network

1.1. New Members

Throughout Europe each municipality has its own portfolio. In order to assure the most

extensive collaboration, it is important to have many different partner municipalities. Therefore the Edge Cities Network has the goal to get 10 new member partners within the next 3 years.

It is also important to identify other kind of partners. If the network is going to collaborate about e.g. health and that health is not in the remit of all the partners, it is possible to turn to a partner on another public level for instance on the regional or national level.

It is also important to extend the collaboration within the different partner organisations and the network will elaborate a plan to assure that professional networks will be set up in different areas.

1.2. Present members

In line with focusing on attracting new members, the Network also needs to focus on how to maintain present members and ensure that the Network is getting deeply rooted in the organisations of the partner municipalities.

Each partner should prepare a strategy for the Edge Cities Network to become fully integrated in the organisation – both among the politicians and the officers. Internal/external communication and information of the Network must be strengthened and a certain level of ongoing activities should ensure that more and more staff within the member municipalities is involved in the Edge Cities Network.

2. Forum of Elected Members

The Forum of Elected Members is established in order to strengthening the dialogue and knowledge sharing between the politicians in the member municipalities. Within the next years it is important that the Forum is further developed and formalised. A well-running Forum of Elected member will also improve the work getting the Edge Cities Network deeply rooted in the members' organisations.

APPENDIX 2 to the Protocol

ACTION PLAN 2007- 2010*

AUGUST 2007

PART 1 – STRATEGIC DEVELOPMENT TOPICS

1. Economic Development/ Competitiveness

1.1. Education and Innovation

AIM	RESPONSIBLE	TIME	ACTIONS
Establish a network on education and innovation	Nacka	September 2007	Seminar in September 2007

2. Health – disease prevention

2.1. Public Health

AIM	RESPONSIBLE	TIME	ACTIONS
Start up a public health group in order to create a professional network and submit project application under the EU Public Health Programme	Ballerup	Deadline for submission of project application: Spring 2008	Next Meeting 5 th of October (Getafe/Brussels) Previous meetings held: 18 th of June 2007 17 th of April 2007 May 2006

2. 2 School & Health

AIM	RESPONSIBLE	TIME	ACTIONS
To realize Comenius - Lifestyle Project	Nacka		To include Prague 10, Getafe and Grodzisk Mazowiecki as new partners Previous preparatory meetings held: * Next meeting 13. – 14. September 2007 in Nacka. * Second Project Meeting, Ballerup 17. April 2007 * First Project Meeting, Fingal winter 2006 * Submit application spring 2006 * Positive answer summer 2006 * 13. – 14. of January 2005 * 5. – 6. of December 2005, Stockholm

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3. Citizen and youth participation/e-government

3.1. Children and Youth participation

AIM	RESPONSIBLE	TIME	ACTIONS
Organise a study tour for the involved people in the Youth Councils of Fingal and Ballerup	Fingal	2008	

PART II – STRENGTHENING THE NETWORK

1. Members of the Edge Cities Network

1.1 New Members

AIM	RESPONSIBLE	TIME	ACTIONS
Getting new members	All partners of the Edge Cities Network	2007-2010	Each Member should contact at least 1 new potential member in the period 2007 – 2010.

1.2. Present Members

AIM	RESPONSIBLE	TIME	ACTIONS
Strengthening the information/communication	Nacka	2007/2008 2008	Develop and update the Network's website www.edgecities.com To send out Minutes/Reports shortly after the meetings. Develop an brief e-newsletter to be sent by the presidency to the members between the meetings (every third months) with news about the projects and activities in the Network

2. Forum of Elected Members

AIM	RESPONSIBLE	TIME	ACTIONS
Prepare a Handbook	Ballerup	The handbook is ready for the Nacka meeting 2007 2008	In order to identify the remits of each municipality and to identify other potential partners in the communities, the Edge Cities Network will produce Handbook with all information about different areas. Presentation of the Handbook 14. of September 2007 in Nacka To transform the handbook into an online version.

Appendix D to minutes 14 September 2007

Approved STRATEGIC PLAN 2007- 2010 September 2007

APRIL 2007

The public sector is currently under pressure from many sides

- The globalisation
- Free circulation of services in the EU countries
- The increasingly influence of EU decisions and policies – today experienced by even local communities
- The perspective of more tasks there need to be achieved with fewer resources

In order to meet these challenges, it is important to exchange knowledge and experiences, prepare best practises and to collaborate directly among the municipalities. In this way the municipalities are better prepared to cope with the challenges and can continuing to develop local government and the performances of tasks.

In this context, The Edge Cities Network will need to focus on a number of selected strategic topics and organizational initiatives. These themes and initiatives should be designed to improve the work, projects and further development of the Edge Cities Network and in this way strengthening the local government in the partner municipalities to the benefit of the citizens.

PART I - STRATEGIC DEVELOPMENT TOPICS 2007- 2010

As agreed at the Steering Group meeting in Ballerup in May 2006, the strategic development topics of the next 3 years will to a considerable extent follow the perspectives of the EU Lisbon Strategy and the new programmes for Regional Development 2007- 2013. In this light the ECN has agreed about following focus areas:

- 4)1) Economic development/ competitiveness
- 5)2) Health and disease prevention
- 6)3) Citizen and youth participation/e-government

1. Economic development/ competitiveness

1.1. Education and Innovation

Education is a key condition for citizens' ability to thrive and manage in today's knowledge economy. You will have to develop a number of different skills to make you act in and shape tomorrow's society. ICT, collaboration, critical thinking, problem solving and communication skills are essential as well as the skills within mathematics, science and engineering is fundamental for ensuring technical innovation.

This makes demands on the education given by the local authorities. The development of modern knowledge economies has increased the importance of education policies and demands efficiency and effectiveness in the use of resources.

Furthermore, in today's globalized world innovation and new initiatives are required by everyone – also the municipalities. The global development makes new demands to the policies of the Edge Cities. The partners of the Network must be conscious about the role of their own capital-region in the global scene. And the partners will have to use all kinds of human competence and qualification present in our local community.

The Edge Cities network will focus on how the partner municipalities can be prepared for the challenges of a globalized society and a knowledge-based economy. The Network will exchange knowledge and work together within different ways of improving education and innovation in the edge cities.

2. Health and disease prevention

2.1. Public Health

All over Europe a marked rise is seen in the number of people having a bad health and living with an unhealthy life style. In September 2002, the European Parliament and the Council adopted a decision on a programme of Community action in the field of public health (2003–2008).

The general objectives of the programme are:

- (a) to improve information and knowledge for the development of public health;
- (b) to enhance the capability of responding rapidly and in a co-ordinated fashion to threats to health;
- (c) to promote health and prevent disease through addressing health determinants across all policies and activities.

The Edge Cities Network will focus on how local government can improve the health protection among citizens and the initiatives/health strategies to be taken in order to create greater awareness about health and disease prevention. In its work with health, the Network will especially work within the field of public health and social inequalities.

3. Citizens and youth participation/e-government

3.1 Citizen participation

As stated in the "Governance and Citizen Consultation and participation" conference's issue paper, citizen consultation and participation have become highly relevant and is indeed a core issue in developing local democracy. It is recommended by the OECD that the interaction between the citizen and the government is strengthening – but it is as well both a demand and a wish among the citizens and the public institutions themselves.

The Edge Cities Network will focus on how the partners are working with citizen participation and consultation, and how the interaction can be further strengthened.

3.2. Children & Youth participation

"A direct way to foster a next generation of conscious and committed citizens as well as the next generations of local politicians". This was stated during the presentation of the Fingal Youth Council at the 'Governance and Citizen Consultation and participation Conference' in Brussels, November 2006. The involvement and commitment of children and young people are of great importance for the development and progress of the future local communities. Furthermore, the new ideas and activities of children and young people are contributing to engender innovation and change.

3.

The Edge Cities Network will focus on how the partners are involving and cooperating with the children and young people. The partners will exchange ideas and knowledge within this field, and get to learn about the different initiatives and results of the edge cities municipalities.

PART II – STRENGTHENING THE NETWORK

The Edge Cities Network also needs to focus on its own situation and organisation. Within the last years the Network had partners resigning their membership without new members to come in. From the beginning, the Network has been a dynamic body with a varying level of activities and it is important to continue this way to assure that all partners always find it relevant to be in the Network and that the Network becomes a network for everyone within the different organisations of the member municipalities.

1. Members of the Edge Cities Network

1.1. New Members

Throughout Europe each municipality has its own portfolio. In order to assure the most extensive collaboration, it is important to have many different partner municipalities. Therefore the Edge Cities Network has the goal to get 10 new member partners within the next 3 years.

It is also important to identify other kind of partners. If the network is going to collaborate about e.g. health and that health is not in the remit of all the partners, it is possible to turn to a partner on another public level for instance on the regional or national level.

It is also important to extend the collaboration within the different partner organisations and the network will elaborate a plan to assure that professional networks will be set up in different areas.

1.2. Present members

In line with focusing on attracting new members, the Network also needs to focus on how to maintain present members and ensure that the Network is getting deeply rooted in the organisations of the partner municipalities.

Each partner should prepare a strategy for the Edge Cities Network to become fully integrated in the organisation – both among the politicians and the officers. Internal/external communication and information of the Network must be strengthened and a certain level of ongoing activities should ensure that more and more staff within the member municipalities is involved in the Edge Cities Network.

2. Forum of Elected Members

The Forum of Elected Members is established in order to strengthening the dialogue and knowledge sharing between the politicians in the member municipalities. Within the next years it is important that the Forum is further developed and formalised. A well-running Forum of Elected member will also improve the work getting the Edge Cities Network deeply rooted in the members' organisations.

Appendix E to minutes 14 September 2007

Approved ACTION PLAN 2007- 2010

September 2007

PART 1 – STRATEGIC DEVELOPMENT TOPICS

1. Economic Development/ Competitiveness

1.1. Education and Innovation

AIM	RESPONSIBLE	TIME	ACTIONS
Promoting innovation for growth and business development	Nacka	February 2008	Action plan presentation at the Steering Group Meeting in Brussels
Establish a network on education and innovation	Nacka	September 2007 7-8 February 2008 Brussels	Seminar in September 2007 Continue the cooperation and exchange of experience

1.2 EU-programmes that might be of interest for cooperation within the Innovation field

AIM	RESPONSIBLE	TIME	ACTIONS
European Territorial Cooperation: Regions for Economic Change: Urbact II	All partners		To take into consideration http://urbact.eu
7th framework programme for research: Socio-economic sciences & the humanities	All partners		To take into consideration
Lifelong Learning programme	All partners		To take into consideration http://ec.europa.eu/education/programmes/newprog/index_en.html
Europe for Citizens Programme 2007 – 2013	All partners		To take into consideration http://eacea.ec.europa.eu/citizenship/guide/index_en.htm
EEA and Norwegian Financial Mechanism	All partners		To take into consideration http://www.eeagrants.org
Interreg 4C	All partners	February 2008	Next steering group meeting

1.4 Other activities

AIM	RESPONSIBLE	TIME	ACTIONS
Incubation Centre	Fingal North Down	Next steering group meeting	Draft presentation
Tourism combined with education	North Down All partners	Next steering group meeting	To take into consideration
Environmental issues	North Down All partners	Next steering group meeting	To take into consideration

2. Health – disease prevention

2.1. Public Health

AIM	RESPONSIBLE	TIME	ACTIONS
Start up a public health group in order to create a professional network and submit project application under the EU Public Health Programme	Ballerup	Deadline for submission of project application: Spring 2008	Next Meeting 5 th of October (Getafe/Brussels) Previous meetings held: 18 th of June 2007 17 th of April 2007 May 2006 Next meetings: Getafe 5 October 2007 Brussels February 2008

2.2 School & Health

AIM	RESPONSIBLE	TIME	ACTIONS
To finish Comenius -Lifestyle Project	Nacka Fingal Ballerup	Spring 2008	To include Prague 10, Getafe and Grodzisk Mazowiecki as new partners Previous preparatory meetings held:
To start a new project with the experience and knowledge from Satchel and submit for a new application.	Nacka All partners	Spring 2008	<ul style="list-style-type: none"> * Next meeting 13. – 14. September 2007 in Nacka. * Second Project Meeting, Ballerup 17. April 2007 * First Project Meeting, Fingal winter 2006 * Submit application spring 2006 * Positive answer summer 2006 * 13. – 14. of January 2005 * 5. – 6. of December 2005, Stockholm

3. Citizen and youth participation/e-government

3.1. Children and Youth participation

AIM	RESPONSIBLE	TIME	ACTIONS
Organise a study tour for the involved people in the Youth Councils of Fingal and Ballerup	Fingal	2008	

PART II – STRENGTHENING THE NETWORK

1. Members of the Edge Cities Network

1.1 New Members

AIM	RESPONSIBLE	TIME	ACTIONS
Getting new members	All partners of the Edge Cities Network	2007-2010	Each Member should contact at least 1 new potential member in the period 2007 – 2010.
Netherlands' Haarlem	Nacka	2007-2008	Get more information about the Netherlands' edge city.
Rueil Malmaison, France/Paris	Nacka Jelgava	2007-2008	Get more information about the French edge city.

1.2. Present Members

AIM	RESPONSIBLE	TIME	ACTIONS
Strengthening the information/communication	Nacka	2007/2008 2008	Develop and update the Network's website www.edgocities.com To send out Minutes/Reports shortly after the meetings. Develop an brief e-newsletter to be sent by the presidency to the members between the meetings (every third months) with news about the projects and activities in the Network
Visit to Kifissia	Nacka Ballerup	March 2008	

2. Forum of Elected Members

Plan for further exchange of experience. Seminars between politicians	Nacka All partners	Spring 2008	
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3. Information and communications

AIM	RESPONSIBLE	TIME	ACTIONS
Prepare a Handbook	Ballerup	The handbook is ready for the Nacka meeting 2007 - 2008	In order to identify the remits of each municipality and to identify other potential partners in the communities, the Edge Cities Network will produce Handbook with all information about different areas. Presentation of the Handbook 14. of September 2007 in Nacka
To transform the handbook into an online version	Ballerup	Spring 2008	
Develop the ECN webpage In order to improve communication and promote the network	Nacka All partners	December 2007	<i>Mediagymnasiet</i> in Nacka is assigned to make a draft

Appendix F to minutes 14 September 2007

EDGE CAPITAL CITIES ACCOUNT Financial Report 2007

The opening balance in the Edge Capital Cities Account in 2007 was €23101.49 carried forward from 2006. A Financial Statement is attached which outlines the income and expenditure for 2007.

In relation to the statement I would like to bring the following items to your attention.

1. Invoices have been raised in respect of 2007 membership fees as follows:

- | | |
|-------------------------------|----------------------------------|
| a) North Down Borough Council | €3,500 paid on 12/12/2006 |
| b) Nacka Kommun | €3,500 paid on 30/01/2007 |
| c) Ballerup Council | €3,500 paid on 05/01/2007 |
| d) Fingal County Council | €3,500 paid on 05/01/2007 |
| e) Getafe | <u>€3,500 paid on 09/08/2007</u> |

Total received €17,500

A provision was made in the 2007 Budget for membership fees from Grodzisk at the new member's rate of €2,000. Grodzisk will sign up for membership on the 13th September 2007, therefore it is proposed that the new member rate will carry over to 2008, with no expectation of payment for 2007.

Arrears of membership fees for the years 2006-2007 in respect of Kifissia, we in fact have not received a contribution from Kifissia for a number of years-need to discuss how to proceed.

2. Invoices paid in 2007 are as follows:

- | | |
|--|------------------|
| I. Tibus Management of the website –Jan'07-May'07: | €631.70 |
| II. Beallerup Council re May 2006 meeting(headphones) | €700.14 |
| III. Ballerup Council re November 2006 meeting (headphones) | €384.78 |
| IV. Ballerup Council re April 2007 meeting
(Interpretation services and headphones) | €2662.36 |
| V. Ballerup Council re hire of audio
equipment for April 2006 meeting | <u>€678.92</u> |
| VI. Ballerup Council:-services of Mr. Terje Vammen | <u>€1,611.20</u> |
| Total paid | €6,669.10 |

3. Invoices due for payment:

- | | |
|--|------------------|
| a. Tibus- Annual Management fee for website June'07-May'08 | 1,515.95 |
| b. Nominet-Domain name renewal: Feb'07-Jan'09 | <u>€42.42</u> |
| Total | €1,658.37 |

Edge Cities Network Budget 2008

Proposed Income for 2008				
Partnership Members	Membership Fees	New Members Fees	Total	
Bellerup Kommun	€ 3,500.00		€	3,500.00
Fingal Co. Co.	€ 3,500.00		€	7,000.00
Municipality of Kifissia	€ 3,500.00		€	10,500.00
Getafee Initiativeas	€ 3,500.00		€	14,000.00
Nacka Kommun	€ 3,500.00		€	17,500.00
North Down Borough Co.	€ 3,500.00		€	21,000.00
Grodzisk Mazowiecki		€ 2,000.00	€	23,000.00
	€ 21,000.00	€ 2,000.00	€	23,000.00
Balance carried forward from 2007			€	32,274.02
Total			€	55,274.02
Proposed Expenditure for 2008				
€				Total
Maintenance of Website	€ 1,500.00		€	1,500.00
Information Booklet	€ 3,500.00		€	5,000.00
Interpretation Fees(2 Meeting	€ 3,500.00		€	8,500.00
Hire of audio equipment for m	€ 1,600.00		€	10,100.00
	€ 10,100.00		€	10,100.00
Balance of Income/Expenditure			€	45,174.02

Edge Cities Network Budget 2008

Proposed Income for 2008				
Partnership Members	Membership Fees	New Members Fees	Total	
Bellerup Kommun	€ 3,500.00		€	3,500.00
Fingal Co. Co.	€ 3,500.00		€	7,000.00
Municipality of Kifissia	€ 3,500.00		€	10,500.00
Getafee Initiatives	€ 3,500.00		€	14,000.00
Nacka Kommun	€ 3,500.00		€	17,500.00
North Down Borough Co.	€ 3,500.00		€	21,000.00
Grodzisk Mazowiecki		€ 2,000.00	€	23,000.00
	€ 21,000.00	€ 2,000.00	€	23,000.00
Balance carried forward from 2007			€	32,274.02
Total			€	55,274.02
Proposed Expenditure for 2008				
	€		Total	
Maintenance of Website	€ 1,500.00		€	1,500.00
Information Booklet	€ 3,500.00		€	5,000.00
Interpretation Fees(2 Meeting	€ 3,500.00		€	8,500.00
Hire of audio equipment for m	€ 1,600.00		€	10,100.00
	€ 10,100.00		€	10,100.00
Balance of Income/Expenditure			€	45,174.02



COLLABORATION BETWEEN TOWNS AND CITIES
ON THE EDGE OF EUROPE'S CAPITALS