

## SMART COMMUTING 3<sup>rd</sup> TRANSNATIONAL MEETING

*June 7<sup>th</sup> and 8<sup>th</sup> 2018*

**Venue:** "Kontaktraum", Vienna University of Technology, Vienna, Austria

**Address:** 6<sup>th</sup> Floor, Gusshausstrasse 27-29, 1040 Vienna, Austria

**Note:** to reach to the 6<sup>th</sup> Floor, enter into the building from the main entrance, and use the elevator on the left side of the security desk.

### Agenda - DRAFT

Vienna University of Technology, Institute of Transportation is pleased to welcome you at the 3<sup>rd</sup> transnational meeting of SMART COMMUTING. It will be the occasion to check the work progresses, open a wide discussion on results achieved so far and plan properly the activities coming up.

### DAY 1 Thursday, June 7<sup>th</sup> 2018

WP	Time	Room „Kontaktraum“	Responsible Partner
	08:30-09:00	<b>Arrival of Participants</b> Registration and signature of participants	
	09:00-09:10	<b>OPENING OF THE TRANSNATIONAL PROJECT MEETING</b> Welcome, greetings and opening speeches	<ul style="list-style-type: none"> <li>VUT / Vienna University of Technology, Institute of Transportation <b>Mr. Takeru Shibayama</b></li> <li>Municipality of Rimini <b>Mr. Alberto Dellavalle</b></li> </ul>
	09:10-09:15	<b>Introduction of Agenda for Day 1</b>	<ul style="list-style-type: none"> <li>Municipality of Rimini <b>Mrs. Giulia Allegrucci</b></li> </ul>
	09:15-09:45	<b>Intervention of Project Officer</b>	<ul style="list-style-type: none"> <li>Joint Secretariat Central Europe Programme <b>Mrs. Jana Valkova</b></li> </ul>

### Technical Working Sessions / Addressed mainly to Technical and Scientific Experts

Working Sessions linked to T1: Commuting flows analysis at FUA level and elaboration of a Transnational Strategy / June 2017 - March 2018

WP	Time	Room „Kontaktraum“	Responsible Partner
T1	09:45-10:15	<b>Activity A.T1.1: Realization of a SWOT Analysis</b> <i>Each Territorial Project Partner presents final results in max. 5 minutes each</i>	<ul style="list-style-type: none"> <li>IUAV / University of Venice - WP coordinator <b>Mr. Silvio Nocera (Chair)</b></li> <li>PP1+PP4-9</li> </ul>
T1	10:15-10:45	<b>Activity A.T1.2: Elaboration of a Transnational Strategy</b> State-of-the-art and situation regarding production of Deliveries D.T1.2.1 and D.T1.2.2 <i>Each Territorial Project Partner presents results in max. 5 minutes each</i>	<ul style="list-style-type: none"> <li>IUAV - WP coordinator <b>Mr. Silvio Nocera (Chair)</b></li> <li>PP1+PP4-9</li> </ul>
	10:45-11:15	<b>Coffee Break</b>	
T1	11:15-12:00	<b>Activity A.T1.3: PPP on Transnational Strategy</b> <i>Territorial partners present results with data, photos, videos in max. 7 minutes each (common template)</i>	<ul style="list-style-type: none"> <li>IUAV - WP coordinator <b>Mr. Silvio Nocera (Chair)</b></li> <li>PP1+PP4-9</li> </ul>

Working Sessions linked to T2: Enhancement of mobility capacity planning and coordinating at FUA level / April 2018 - December 2018

WP	Time	Room „Kontaktraum“	Responsible Partner
T2	12:00-12:35	<b>Activity A.T2.1: Establishment of an institutional coordinating structure at FUA level</b> State-of-the-art and situation regarding production of: <ul style="list-style-type: none"> <li>Deliverable D.T2.1.1 – planned initially for April 2018</li> <li>Deliverable D.T2.1.2 - planned initially for May 2018</li> </ul> <i>Both can be extended to October 2018</i> <b>Each territorial PP (LP, PP4-9) presents their activities (5 min, common templates provided)</b>	<ul style="list-style-type: none"> <li>VUT- WP coordinator <b>Mr. Helmut Lemmerer</b></li> <li>PP1+PP4-9</li> </ul>
T2	12:35-12:45	<b>Activity A.T2.2 Establishment of an institutional platform at FUA level</b> State-of-the-art and situation regarding production of Deliverable D.T2.2.1 - planned for December 2018	<ul style="list-style-type: none"> <li>VUT- WP coordinator <b>Mr. Takeru Shibayama</b></li> </ul>
	12:45-14:00	<b>Light Lunch Break (offered by VUT)</b>	
T2	14:00-14:10	<b>Activity A.T2.3 Capacity building/training process on mobility planning at FUA level</b> Overview and evaluation of training seminar in Vienna – June 4 <sup>th</sup> to 6 <sup>th</sup> 2018 ( <b>Deliverable D.T2.3.1</b> )	<ul style="list-style-type: none"> <li>VUT- WP coordinator <b>Mr. Helmut Lemmerer</b></li> </ul>
T2	14:10-15:00	<b>Activity A.T2.3 Capacity building/training process on mobility planning at FUA level</b> Discussion on deliverables planned for December 2018: <ul style="list-style-type: none"> <li>- D.T2.3.2 Training seminars at regional/local level</li> <li>- <b>Deliverable D.T2.3.3</b> Evaluation transnational report on capacity building/training process</li> </ul>	<ul style="list-style-type: none"> <li>VUT- WP coordinator <b>Mr. Takeru Shibayama</b></li> </ul>

Working Sessions linked to T3: Pilot actions / June 2017 - May 2020

WP	Time	Room „Kontaktraum“	Responsible Partner
T3	15:00-15:30	<b>Definition of steps and preliminary activities to be prepared for next meeting in Hranice, considering that this WP actually starts in January 2019:</b> <ul style="list-style-type: none"> <li>- Pilot Action Plans (PAP)</li> <li>- Other</li> </ul>	<ul style="list-style-type: none"> <li>Municipality of Velenje - WP coordinator <b>Mrs. Katarina Ostruh</b></li> </ul>

Study Visit / Addressed to all delegates

WP	Time	Responsible Partner
T2	15.30-15.45	Explanation about the trip and walking to the nearby tram stop c.a. 5 min *train tickets will be organised by VUT
T2	15:45-18:30	<b>Study Visit:</b> <b>Tram Train Dep. From Vienna 15.58 - Arr. Baden 16.56</b> <ul style="list-style-type: none"> <li>Visit-by-riding tram train: commuter railway line that runs as tram in the city center, and as a light rail in the outskirts.</li> </ul>

- Visit to several rail-bus and automobile-rail intermodal facilities implemented for commuters, as well as prioritization of public transport crossing main road around the railway station of Baden.

Train Dep from Baden 18.08 – Arr. to Thallern 18.22

### Networking / Addressed to all delegates

WP	Time		Responsible Partner
M	18:30-21.00	<b>Get together and partnership networking</b> Social dinner (Restaurant to be confirmed) (Smart casual dress code) <b>Invitation: Max. 2 persons per PP</b>	• Offered by hosting partner VUT
M	21.00	<b>Travel to come back to Vienna:</b> Thallern (Dep. 21:23) to Vienna (Arr. Wien Meidling 21:50, Wien Matzleinsdorfer Platz 21:54, Arr. 21:56 at the Vienna Main Station) by commuter train.	
	22.00	After dinner	

### **DAY 2 Friday, June 8<sup>th</sup> 2018**

WP	Time	Room „Kontaktraum“	Responsible Partner
	08:30-09:00	<b>Arrival of Participants</b> Registration and signature of participants	
	09:00-09:05	<b>Introduction of Agenda for Day 2</b>	• Municipality of Rimini <b>Mrs. Giulia Allegrucci</b>

### Communication Working Sessions / Addressed mainly to Communication Managers

WP	Time	Room „Kontaktraum“	Responsible Partner
C	9.05-9.25	<b>WP Communication</b> Presentation of results, campaigns, materials, videos, etc.	• RRC Koper - WP Coordinator <b>Mrs. Heidi Olenik</b>
C	9.25-10.05	Partners' presentations on Communication Each Partner presents in max. 4 minutes a short overview regarding situation related to WP C (common template)	• All Project Partners

### Management Working Sessions / Addressed to Project, Financial & Quality Managers

WP	Time	Room „Kontaktraum“	Responsible Partner
M	10.05-10.25	<b>Activity A.M.2: Project management, coordination</b> General Situation, problems	• Municipality of Rimini <b>Mrs. Giulia Allegrucci</b>
	10:30-11:00	<b>Coffee Break</b>	
M	11.00-11.20	<b>Activity A.M.4: Financial management</b> Financial Situation / Spending	• Municipality of Rimini <b>Mr. Gianluca Sarti</b>
M	11.20-11.40	<b>Activity A.M.3: Steering and monitoring of the project implementation + Quality Management</b> working session on checklists and quality management plan	• Municipality of Rimini <b>Mr. Enrico Anghileri</b>
M	11.40-11.45	<b>Questions &amp; Answers</b>	• Municipality of Rimini <b>Mr. Gianluca Sarti</b>

Steering Committee / Addressed to SC members (1 per project partner)

WP	Time	Room „Kontaktraum“	Responsible Partner
M	11.50-12:15	<b>3<sup>rd</sup> Steering Committee</b> Agenda to be defined	<ul style="list-style-type: none"> <li>Municipality of Rimini</li> </ul> <b>Mrs. Giulia Allegrucci</b> <b>Mr. Gianluca Sarti</b>
	12:30-13:30	Light Lunch Break (offered by VUT)	
	<b>13:30</b>	<b>Departure of Project Partners</b>	

**Logistics information**

Please refer to the attached "Travel Information".