



THE NETWORK  
OF MAJOR  
EUROPEAN  
CITIES

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DRAFT MINUTES FORUM MEMBERS MEETING  
KNOWLEDGE SOCIETY FORUM  
AUTUMN EVENT  
20 OCTOBER 2011  
EINDHOVEN

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Last Update 26 October 2011

**Time:** 15.45, Thursday 20 October 2011

**Chair:** Ingrid Goetzl, Vienna, KSF Chair

**Venue:** Seats2Meet, Torenallee 24, 5617 BD Eindhoven

# PARTICIPANTS

City/Organisation	Name	Function
Vienna	Ingrid Goetzl	Technical Chair
Ghent	Martine Delannoy	Technical Vice-Chair
Lodz	Jacek Urbaniak	
Berlin	Wolfgang Both	
Sunderland	Diane Downey	
Ronneby	David Gillanders	
Genoa	Gloria Piaggio	
Belfast	David Kelly	
Belfast	Deirdre Ferguson	
Birmingham	Heike-Schuster James	
The Hague	Hedwig Miessen	
Terrassa	Albert Marin	
Manchester	Dave Carter	
Oulu	Pekka Packalen	
Nantes Metropole	Herve Jaigu	
Eindhoven	Joep Brouwers	
Barcelona	Julia Lopez Ventura	
Ghent	Jelle Monstrey	
All members are asked to sign the attendants' list which is available upon entry of the meeting.		
EUROCITIES Brussels Office	Name	Title
	Jan Franke	Policy Officer KSF

	Giulia Campodonico	Project Officer KSF
	Maurice Bock	Digital communications coordinator

### 1. Opening

### 2. Approval of Draft Agenda of the Forum members meeting in Eindhoven

Working documents	<ul style="list-style-type: none"><li>✓ Draft Agenda KSF members meeting in Eindhoven (WD 1)</li><li>✓ Minutes KSF members meeting in Dresden (WD 2)</li></ul>
Rapporteur	Chair
Actions	<ul style="list-style-type: none"><li>➤ Participants approved the draft agenda for the Forum members meeting in Eindhoven.</li><li>➤ Participants were informed about the minutes of the members meeting in Dresden.</li></ul>

### 3. Forum Affairs

Working documents	<ul style="list-style-type: none"><li>✓ Knowledge Society Forum Events Calendar (WD 3)</li><li>✓ Associated Partner application - Serivan (Turkey)(WD 4)</li></ul>
Rapporteur	Chair
Actions	<ul style="list-style-type: none"><li>➤ <b>Member updates</b> Participants issued a positive recommendation to the EURO CITIES Executive Committee on the associated partnership application for Serivan (Turkey). Participants were informed that the city of Modena (Associated Partner / Italy) has withdrawn from the Knowledge Society Forum.</li><li>➤ <b>Update on Events Calendar</b><ul style="list-style-type: none"><li>• The Policy Officer informed participants on events the Knowledge Society Forum is organising or participates in (see WD 3).</li></ul></li><li>➤ <b>Discussion of KSF priorities in 2012</b><ul style="list-style-type: none"><li>• The Chair invited everybody to join a group of initially PO, Eindhoven, Ghent, Vienna to work actively on member acquisition and cooperation with sister networks</li><li>• The Chair also informed participants that a letter will be sent on political level to inactive KSF members</li></ul></li></ul>

- Further cooperation in 2012 is planned in particular with the EUROCIITIES mobility Forum (possible joint meeting in October 2012), the culture and environment forums - Ronneby and Manchester were unsure about the benefits of working closer with the culture forum.
- The proposed thematic priorities for KSF in 2012 are open data, digital inclusion and smart cities.
- Every KSF member is invited to comment on these points and contact the PO for further information
- The Chair and PO will draft a Forum strategy outlining how these priorities will be put in practice in 2012. This Forum strategy will be shared with members in December and agreed during the KSF Winter meeting on 26 January 2012
- Jacek Urbaniak (Lodz) was unclear on how he can re-engage his city in the Forum. Vienna and PO suggested to match Lodz' profile in a bilateral meeting.

➤ **Forum meetings in 2012**

Participants agreed to not run KSF Working Groups in parallel anymore, as this prevents some delegates to attend every relevant working group.

Confirmed KSF meetings in 2012 are

- KSF Winter meeting - Brussels 26 January 2012 - The meeting will focus on the development of project ideas for the ICT PSP 2012 calls and take place back-to-back with meetings of the ICT PSP Smart Cities Portfolio group, which Dave Carter (Manchester) is chairing.
- KSF Summer event - Belfast 21-22 June 2012 - David Kelly (Belfast) presented Belfast's proposal to focus around either
  - ICT & Security
  - Open Data
  - Services Directive
- KSF Autumn event - Vienna October 2012 - This KSF event will link into the Intelligent Transport System (ITS) global congress, which takes place in Vienna 22- 26 October 2012. Currently the Chair and PO are discussing a possible cooperation with the EUROCIITIES mobility forum on this event. Vienna is also still looking for

	<p>sponsors, as the ITS congress insists on charging EUROCITIES delegates a participation fee.</p> <p>Vienna and the PO informed about two further points to assist host cities in the future:</p> <ul style="list-style-type: none"> <li>• The KSF event guidelines will be updated to a more useful and practical format for host cities</li> <li>• An agenda template for KSF events will be developed</li> </ul>

#### 4. KSF Working Groups

<b>Working documents</b>	<ul style="list-style-type: none"> <li>✓ draft report 2011 - Open Data Working Group (WD 4a)</li> <li>✓ draft work plan 2012 - Open Data Working Group (WD 4b)</li> <li>✓ draft report 2011 - eInclusion Working Group (WD 4c)</li> <li>✓ draft work plan 2012 - eInclusion Working Group (WD 4d)</li> </ul>
<b>Rapporteur</b>	Dresden, Barcelona, Manchester, Berlin
<b>Actions</b>	<ul style="list-style-type: none"> <li>➤ <b>Review of Working Group meetings in Eindhoven and outlook to next meetings</b></li> </ul> <p>Working Group chairs reviewed their meetings on the day and presented the next steps to meet the working groups' objectives laid out for 2011.</p> <ul style="list-style-type: none"> <li>➤ <b>Presentation of Working Group Reports for 2011</b></li> </ul> <p>Working Group chairs presented a draft of their Working Group reports for 2011.</p> <ul style="list-style-type: none"> <li>➤ <b>Presentation of draft Working Group Work Plans 2012</b></li> </ul> <p>Working Group Chairs presented draft work plans for 2012, in case their working group is continuing in the new year.</p> <p>Participants will be invited to approve/comment the work plans 2012.</p>

➤ **WG Open Data**

- The Working Group met 3 times in 2011 and includes 20 cities
- The work of the group is structured in two stages
  - first members share experiences about their OD plans and activities. This led to a common understanding of the WG topic and objectives.
  - In the second phase the WG will draft an open data guidebook and collect a number of open data case studies
  - The guidebook is scheduled to be presented at the Belfast KSF event in June 2012

➤ **WG eInclusion**

- The Working Group met three times in 2011
  - Main outcomes was the submission of a Lifelong Learning proposal on digital inclusion strategies in cities, which was unfortunately unsuccessful. However this built the basis for further EU project proposals.
  - The Working Group also organised a seminar on the role of telecentres in digital inclusion, which was supported by the PROGRESS programme through EUROCITIES.
- A detailed work plan for 2012 still needs to be drafted and will be shared with WG members

➤ **WG Smart Cities**

- A report for 2011 and a work plan for 2012 will be drafted by the Chairs Barcelona and Manchester as soon as possible

➤ **WG Services Directive**

- Dresden as WG Chair was excused for this meeting
- A report for 2011 and a work plan for 2012 will be drafted by the

	Chairs Dresden as soon as possible
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### 5. KSF Chair and Vice-Chair elections

Working documents	
Rapporteur	PO
Actions	<p>➤ Both the Forum Chair (Vienna) and the Forum Vice-Chair (Ghent) have confirmed their interest to stand for a second term. No other applications were received for the two positions.</p> <p>Participants were invited to vote on the applications of Vienna and Ghent via raise of hands and confirmed both applicants in their respective role for another year, until October 2012.</p>

### 6. EU Policy and Projects

Working documents	<ul style="list-style-type: none"> <li>✓ Briefing Note Horizon2020 (WD 5)</li> <li>✓ Briefing Note Smart Cities &amp; Communities initiative (WD 6)</li> <li>✓ Introduction to NiCE project (WD 7)</li> </ul>
Rapporteur	PO, Giulia Campodonico
Actions	<p>➤ <b>NiCE project</b></p> <p>Giulia Campodonico, the KSF Project officer, gave a presentation on the NiCE project, officially started on September 1 and undertaken by EUROCITIES in consortium with the Manchester Digital Development Agency, Clicks &amp; Links and the Leibniz institute of Ecological Urban and Regional Development. (see WD 7 for details)</p> <p>➤ <b>Horizon 2020</b></p> <p>Due to lack of time the Policy Officer only referred to the briefing note</p>



	<p>on Horizon 2020, the new common funding framework for EU research and innovation due to start in 2014, and mentioned that on Friday 21 October a more detailed presentation will be given during the Eindhoven conference.</p> <p>➤ <b>Smart Cities and Communities Initiative</b></p> <p>The Policy Officer gave a brief update on the latest developments in the Smart Cities and Communities Initiative dossier.</p>
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### *7. Network Update*

<b>Working documents</b>	<p>✓ EUROCIITIES network updates June 2011 (WD 8)</p> <p>✓ Draft EUROCIITIES Work Programme 2012 (WD 9)</p>
<b>Rapporteur</b>	PO, Maurice Bock
<b>Actions</b>	<p>➤ <b>EUROCIITIES - New Website</b></p> <p>Maurice Bock, EUROCIITIES digital communications coordinator, gave a presentation on the network's new website and guide participants through the use of member tools.</p> <p>➤ <b>Network Update</b></p> <p>Members were provided with the EUROCIITIES Network Update as of ... 2011 (WD 8).</p> <p>➤ <b>EUROCIITIES Work Programme</b></p> <p>Members were to comment on the draft work programme 2012 and discuss how priorities of the Knowledge Society Forum fit in. No direct comments were received.</p>

### *8. Any other business*

#### *Closing*