

# ANNUAL REPORT

OF THE TEN NATIONAL /  
REGIONAL NETWORKS

# 2015/2016

## CIVINET CZECH AND SLOVAK REPUBLICS



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# 1 INTRODUCTION

This report summarises the activities carried out by the Management Committee and the Secretariat, Transport Research Centre (CDV), for the CIVINET Czech and Slovak Republics Network over 1 January 2015 to 31 March 2016. It has been prepared by the Secretariat on behalf of the Management Committee.

## 2 GENERAL INFORMATION ABOUT THE NETWORK

### 2.1 Terms of reference

The Terms of Reference (ToR) for the CIVINET Czech and Slovak Republics were revised in October 2014, based on a template provided via the CAPITAL project. They were officially approved by the Management Committee on 6 October 2014. They were formally approved by the European Commission on 4 August 2014 and adopted at the next Annual General Meeting on March 31 2015.

### 2.2 Support funding

Initially launched in 2014, the CIVINET Czech and Slovak Republics network receives support funding from the European Commission via the CIVITAS CAPITAL project from 1 September 2013 to 31 August 2016.

The CIVINET Czech and Slovak Republics Network is currently one of ten national networks. There are nine other complementary national networks: Francophone, Italy, Netherlands & Flanders, Spain & Portugal, UK & Ireland, German-speaking, Hungary, Poland, and Slovenia-Croatia-South East Europe (SEE). One further network is in the process of being established, CIVINET Romania - Moldavia.

The Czech and Slovak network has no other financial resources.

### 2.3 Fee structure

There is no membership fee. This is because cities are given a chance to first trial the CIVINET and its possibilities and services. The Management Committee therefore agreed not to collect fees during the continuation of the CAPITAL project.

Once CAPITAL ends, there is currently no further EU funding confirmed to support all the CIVINET activities and the work of Secretariat, It is planned that fees will be paid

by the members from 2017. We opted for introduction of membership fees due to lack of financing possibilities.

## 2.4 Membership

On March 31, 2016, the CIVINET Czech and Slovak Republics membership comprised 21 members, of which 16 are full members and five are associate members. The number of members has been growing; a number of cities joined as new members in 2015-16, and no members have left the network.

Full members:

Banská Bystrica (SK)	České Budějovice (CZ)
Hradec Králové (CZ)	Jihlava (CZ)
Karlovy Vary (CZ)	Košice (SK)
Mesto Svit (SK)	Olomouc (CZ)
Pardubice (CZ)	Prague (CZ)
Přerov (CZ)	Prievidza (SK)
Třebíč (CZ)	Třinec (CZ)

Associate members:

Nadace Partnerství (CZ)	Research Centre, University of Žilina (SK)
National Association of Cycling Cities (CZ)	Dopravný podnik mesta Košice (SK)
Regional Organiser of Prague Integrated Transport (CZ)	

## 2.5 Financial administration

The CIVINET Czech and Slovak Republics has no income other than from the EU. The income from the CIVITAS CAPITAL project is administrated by CDV according to the EC rules for FP7 projects' administration.

## 2.6 Management Committee

During the reporting period the Czech and Slovak CIVINET Management Committee members were:

- Olomouc (the National Network Manager, NNM)
- Jihlava
- Karlovy Vary

The Secretariat was operated by the Transport Research Centre (CDV).

Three Management Committee meetings were held during the reporting period:

- 31 March 2015 in Prague. The Management Committee discussed and approved the business plan for 2015, the strategy to attract new members especially from Slovakia and a communication strategy with other national bodies, among others.
- The Management Committee on 19 November 2014 in Brno. The Management Committee discussed and approved the Business plan for 2015, the main CIVINET activities in 2015, the strategy to attract new members especially from the Slovak Republic and a communication strategy with other national bodies, among others.
- 23 March 2016 in Prague. The Management Committee discussed the future activities after CAPITAL, the main CIVINET activities in 2016, and the communication and membership strategies mentioned above.

There is also regular email and phone communication (when needed, up to twice a month) with the Management Committee members and about once every two months information emails are sent to all full members of the Network. Specific tasks are often discussed between the Secretariat and the NNM in any necessary steps.

## 2.7 Political Committee

The first meeting of the Political Committee (PC) took place on 30 March 2015 in Prague in the building of the Czech Ministry of Transport. It was a “founding meeting” when the role of the PC was introduced by the Secretariat to committee members and discussed by the members. Also under discussion were possible topics the Committee would like to highlight during the next year, and the Policy Statement of CIVINETs for 2015. The PC approved this statement and generated ideas for the future policy notes.

The following representatives were nominated by CIVINET members as the members of the Political Committee:

- Olomouc: Aleš Jakubec, vice-mayor
- Jihlava: Jaroslav Vymazal, vice-mayor
- Karlovy Vary: Petr Kulhánek, mayor
- České Budějovice: František Konečný, vice-mayor
- Třinec: Věra Palkovská, mayor
- Přerov: Jan Horký, councilor

The second meeting of the Political Committee took place in Brno on 19 May 2016. New CIVINET members were asked to nominate their political representatives until the end of April.

The other nominated representatives of the Political Committee:

- Zlín: Josef Novák, concillor
- Praha: Petr Dolínek, vicemayor
- Svit: Ivan Zima, vicemayor

- Třebíč: Pavel Pacal, vicemayor
- Žilina: Anton Trnovec, mayor
- Banská Bystrica: Marek Modranský, concillor
- Hradec Králové: Jindřich Vedlich, vicemayor

## 2.8 Links with other bodies

### 2.8.1 National government

The environment and transport ministries of the Czech Republic and Slovakia are the main national bodies involved in the CIVINET events (and are always invited to relevant events). We have established close contact especially with representatives of the Slovakian Ministry of Transport (regular contribution to the CIVINET Newsletter, participation at CIVINET events etc.) and the Czech Ministry of Transport (participation at CIVINET events, providing rooms in the ministry for meetings etc.).

### 2.8.2 Other national networks

The Association of Cycling Cities of the Czech Republic is already an associated member of CIVINET. The Czech National Association of Cities and Municipalities (NACM) is also actively represented in the CIVINET: one of the members of the Management Committee – Mr. Jaroslav Vymazal, vice-mayor of Jihlava - is also the head of the Transport Committee of the NACM.

We are planning to establish closer cooperation between CIVINET and the main national associations, using face-to-face discussions and a meeting of the main Czech (and later also Slovak) associations. Together with our Slovak members we have made a clear picture about the key possible partner institutions which we should closely cooperate with.

### 2.8.3 Regional bodies

The link between the regional agencies responsible for transport programmes and local city representatives will be very useful for shaping local projects and take up of CIVITAS knowledge and experience. We expect especially dissemination activities including participation at different third-party events.

Representatives of regional bodies have been informed about CIVINET activities; however they have not attracted much attention. The situation is hopefully changing - now we have some representatives of regions (NUT3, Nomenclature of Units for Territorial Statistics) registered for the annual CIVINET conference, which will take place in Brno on 19 May 2016.

#### 2.8.4 CIVITAS and other European initiatives

Cooperation has been established with ENDURANCE project (the Czech and Slovak partners of ENDURANCE). The CIVINET serves also as the local SUMP network of the Czech Republic and the local SUMP network of the Slovak Republic.

We cooperate closely with the CIVITAS 2MOVE2 project (as a co-organiser of their events in Brno, which is a 2MOVE2 demonstration city). We have also started the preparation for Brno to become a CIVINET member. They want to apply for the membership during autumn 2016.

## 3 DISSEMINATION AND OUTREACH

### 3.1 Sustainable mobility events programme

A total of seven events organised by the Network took place between January 2015 to March 2016, as well as three meetings of the Management Committee, one meeting of the General Assembly and one meeting of the Political Committee.

Three site visits were organised: In Ústí nad Labem (as a CIVINET activity fund additional activity) in March 2015, a site visit to Zurich in May 2015, and one in Graz and Klagenfurt in September 2015.

Three workshops were organised, two on SUMPS in June 2015 in Prague and Žilina, and one about parking in Prague in November 2015.

Finally, the Network organised the first Czech-Slovak CIVINET annual conference in Prague with the Ministry of Transport in March 2015.

Table 1: Network events

Event	Location	Date	Description of the event	Covering host	Themes	Format	Main sessions / contributors	Type of audience + No. of delegates	Feedback on success of event
Site visit in Ústí nad Labem (additional activity)	Ústí nad Labem	19 Mar	Site visit in the CIVITAS city of Ústí nad Labem focused on the city Mobility development plan, planning of cycling infrastructure and improvement of the PT.	City of Ústí nad Labem	CIVITAS experience, integrated transport planning, cycling, PT	Site visit	Introduction of the process and structure of the Mobility development plan, site visit of the cycling infrastructure	39 people from cities and PT operators	The event increased exchange of knowledge regarding CIVITAS and CIVINET and sustainable mobility measures. A successful event, however more sites might improve the event
First Czech-Slovak CIVINET annual conference	Prague, Ministry of Transport	30 Mar	Conference on the topic Integrated planning in cities and sustainable mobility plans		Policy and Financing of sustainable mobility; Integrated planning of urban mobility in Europe; experience with SUMP in the Czech and Slovak Republics	Conference	Ministry of Transport CZ + SR, Min. of Regional Development CZ; Min. of the Environment CZ; Min. of Industry and Trade CZ; Bernd Decker – EASME, Kerstin Burggraf - City of Dresden	74 people from cities and PT operators, public bodies; and transport research and consultancy	A successful event with a broad audience, useful presentations esp. from ministries on support of sustainable mobility + case studies from abroad
General Assembly of the CIVINET	Prague, Ministry of Transport	30 Mar	General Assembly of the CIVINET			Meeting		CIVINET members + Secretariat, 13 participants	First general assembly; very useful personal contacts, clarification of the status, bodies, activities etc. of CIVINET
Site visit to Zurich	Zurich, Switzerland	12 – 13 May	A common site-visit of Zurich of the CIVINET Slovenia and Croatia and the CIVINET Czech and Slovak Republics		Sihlcity shopping centre; transport policy of Zürich;	Site visit		Representatives of the CIVINET cities; 8 from the CIVINET CZ and SK	A very successful event, cooperation of three CIVINETs worked very well, attractive and very inspiring location

					Mobility management, cycling policy and parking policy; cargo tram service; company Alpiq E-Mobility AG				
Workshop on SUMP	Prague	1 Jun	A workshop on chosen topics of SUMP – involvement of stakeholders and evaluation; together with JASPERS	Organised together with JASPERS	involvement of stakeholders and evaluation	Workshop	representatives of the city of Litoměřice and city of Hradec Králové	Representatives of cities and NGOs; 48 participants	Good event with a lot of discussions, case studies from cities especially appreciated
Workshop on SUMP	Žilina, SK	2 Jun	A workshop on the concept of SUMP – together with SUMP + follow-up consulting of top questions of cities	JASPERS, University of Zilina, the CIVINET associated member	What is SUMP, how to start and develop it	Workshop		78 (workshop + consulting)	A successful event with a large number of participants, case studies from cities especially appreciated
Site visit to Graz and Klagenfurt	Graz and Klagenfurt Austria	15 – 18 Sep	Site visit to Graz and to Klagenfurt + CIVITAS@Work event on electromobility	FGM Amor, city of Graz	Transport planning in Graz, parking and cycling policies, information centre, 30km/h zones, shared space; electromobility	Site visit		Representatives of cities; 15 participants	A very successful event, a lot of interested people, we had to choose only 15 (criteria – preference of 1 participant from each city), esp. Graz was evaluated as a very inspiring location

Parking workshop	Prague	24 Nov	Workshop informing about results of the project Push and Pull and recommended parking policies for Czech and Slovak cities	Organised together with the Push and Pull project	Parking policy, good examples of parking measures	Workshop	CIVINET Secretariat + representatives of the Push and Pull project	Representatives of cities and transport experts; 25 participants	A very hot topic for Czech and Slovak cities, esp. discussions on precise problems of cities were appreciated
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## 3.2 Third party events

Table 2: Third party events

Period	2015					
Name of the event	Location	Date	Description	Themes	Participation	Communication material distributed
Conference "Cities with good address"	Olomouc	29-30 April	National-wide conference on sustainable mobility	New city mobility and CIVITAS and CIVINET	Oral presentation by Radomíra Jordova, CIVINET Secretariat	Oral presentation + CIVINET leaflets

## 3.3 Website and social media

### 3.3.1 CIVITAS website

The CIVINET web pages are at: <http://www.civitas.eu/civinet/civinet-czech-and-slovak-republics>

Content:

- Information about CIVITAS and CIVINET (introduction of the CIVINET, main strategic documents, contacts, newsletters)
- Presentations from the events, registration at different events (<http://cdv.cz/civinet-sit-k-udrzitelne-mobilite-ve-mestech/>)
- News section
- New projects, new achievements in sustainable mobility, opportunities for joint activities (up-to-date “calls for cooperation”) at national level.

In 2015, the Network’s page on civitas.eu was viewed 603 times. It represents a decrease of yearly visits compared to 2014 (1896 times).

Table 3: Visits to CIVINET webpage 2015 - 2016

<b>M17-M22</b> Jan-Jun 15	281
<b>M23-M28</b> Jul-Dec 15	322
<b>M29-M31</b> Jan-Mar 16	334

### 3.3.2 Social media

Social media networks are still not frequently used by our members. However we plan to establish a LinkedIn account and to survey our members on what kind of social media they use mostly and what they prefer.

### 3.4 Newsletters

Table 4: Newsletters

Period	2015				
N°	Distribution	Date issued	Number of recipients	Topics	Comments
1	Email list	27 Apr 2015	837	Non-motorised traffic; events of CIVITAS + CIVINET; released studies on sustainable mobility	
2	Email list	12 July 2015	837	Financing of sustainable mobility; events of CIVITAS + CIVINET; released studies on sustainable mobility	
3	Email list	30 Oct 2015	837	E-mobility and alternative fuels and propulsion systems; events of CIVITAS + CIVINET; released studies on sustainable mobility	
4	Email list	22 Dec 2015	837	Parking policy; events of CIVITAS + CIVINET; released studies on sustainable mobility	

### 3.5 Communications Materials

Table 5: Leaflets

Leaflet			
How many copies have been distributed within the following period:			
<b>M"-2"-M4</b>			
Jul-Dec13	50	<b>M17-M22</b>	20
<b>M5-M10</b>		Jan-Jun 15	
Jan-Jun 14	30	<b>M23-M28</b>	30
<b>M11-M16</b>		Jul-Dec 15	
Jul-Dec 14	25	<b>M29-M36</b>	-
		Jan-Aug 16	

Table 6: Banners and exhibition stands

Banners and exhibition stands			
On how many occasions did you use banners and stands within the following period:			
<b>M"-2"-M4</b>			
Jul-Dec13		<b>M17-M22</b>	3
<b>M5-M10</b>		Jan-Jun 15	
Jan-Jun 14	3	<b>M23-M28</b>	
<b>M11-M16</b>		Jul-Dec 15	
Jul-Dec 14		<b>M29-M36</b>	
		Jan-Aug 16	

The most effective dissemination material is probably the CIVINET newsletters. We have a large email list (837 email addresses of representatives of cities with more than 30,000 inhabitants in the Czech and Slovak Republics). We have received positive feedback and some cities became interested in the CIVINET membership because of the newsletter.

Another effective way of dissemination is personal contact with representatives of the cities. That is why we use events like conferences, workshops and site visits to establish contacts with cities.

Concerning our experiences in dissemination of printed materials, they are not essential for dissemination, electronic versions are more appreciated.

### 3.6 Media relations and advertising

A press release was produced on the first anniversary of the CIVINET Czech and Slovak Republics. The press release was sent to the media contact list of the Transport Research Centre. In the future we also want to use the media contacts of our members.

Press releases of our members were also issued, along with various kinds of announcements of CIVINET events.

## 4 SUMMARY OF 2015 - 2016 ACTIVITIES

### 4.1 Impact

The main impact was enlarging our membership. We organised five events with a large audience of the CIVINET members and non-members as well. We succeeded in informing cities and the main responsible ministries from the both countries about CIVITAS and CIVINETs.

### 4.2 Challenge

The main challenges are to establish the CIVINET as a legal independent body, and to start collecting membership fees in the future while keeping or even enlarging the number of members. The situation might be risky, as if membership fees are adopted and any member does not pay, its membership would come to an end. Secure financing from the EU level (at least for the core activities and work of the Secretariat) would help to overcome this challenge and reduce the risk of losing members.

## 5 NEW ANNUAL ACTIVITY AND BUSINESS PLAN

An Annual Activity and Business Plan has been prepared for 2016, based on a template provided via the CAPITAL project. This was approved by the Management Committee on 1 December 2016 and will be adopted at the next Annual General Meeting on 19 May 2016.