

EU-Japan Municipal Dialogue on Urban Policy Agenda for the Final Working Meeting

Final agenda from the meeting

- 17 April: Participants arrive in Tokyo, Japan
- 18 April: Working meeting day 1
- 19 April: Working meeting day 2

This is the third and final working meeting of the EU-Japan Municipal Dialogue on Urban Policy. The main objectives of the final working meeting are the presentation of achievements and plans, the sharing of project outcomes to date and discussion of mechanisms for further implementation of each city, as well as discussing possibilities for the continuation of collaboration between cities beyond the program timeframe.

Delegations from participating cities:

European - Japan City Pairings	
Burgas (Bulgaria)	Toyama
Leipzig (Germany)	Kumamoto
Riga (Latvia)	Kitakyushu
Växjö (Sweden)	Shimokawa

Delegation from project partners
European Commission Directorate-General for Regional and Urban Policy (DG REGIO)
Ministry of Land, Infrastructure, Transport and Tourism, Japan (MLIT)
ICLEI World Secretariat and ICLEI Japan Office

The meeting will be conducted in both English and Japanese (simultaneous and consecutive translation will be available).

EU-Japan Municipal Dialogue on Urban Policy Program for the Final Working Meeting

17 – 19 April 2016, Tokyo, Japan

Sunday, 17 April 2016

City delegations and partners arrive in Tokyo, Japan. Check in at Hotel Villa Fontaine Otemachi.

17:20 – 19:00
Sankaitei,
Uchikanda

Informal get-together

We welcome you to join us for an optional casual dinner at Sankaitei, a 5 minute walk from the hotel if your jetlag will allow for it! Please meet us in the lobby at 17:20. You will receive per diem for this evening, and participants will be responsible for payment.

Monday, 18 April 2016

Facilitator: Takashi Otsuka, Director, Japan Office,
ICLEI – Local Governments for Sustainability

09:00

Meet in the lobby

09:30 – 09:45
Fukuracia,
Conference
Room L
(near Tokyo
Station)

Welcome and overview

Welcome and overview of the day by ICLEI

- Santhosh Kodukula, Project Manager, World Cities Project, Bonn, Germany

Translation: Simultaneous

09:45 – 12:00

Pair city working meeting

During this working session, participants will further discuss and confirm what cities have learned from each other, share any actions that have been implemented as a result of the exchange, and confirm and elaborate future cooperation activities and action plans.

Discussion: Cities should use this time to work on the following.

- **Review the exchange and what cities have learned from one another.** Cities should look at their interests and how the exchange furthered certain areas of work. If they have not done so already, cities should finalize their ideas and goals of the exchange.
- **Review their action items, or implemented ideas that were a direct result of the project.** Cities should explain the process of implementation and status on each action item. Road blocks and problems should be identified and possible solutions should also be recorded. Cities should also discuss the advantages and disadvantages in implementing certain projects in Japan and Europe. Cities should discuss future actions and plans related to their exchange, and identify support they would like from

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	<p>their partner cities and/or from external resources.</p> <ul style="list-style-type: none"> • As a result of the discussion, finalize the joint PowerPoint presentation (to be presented on Day 2). Please decide who from each city will present the PowerPoint. <p>Presentation: Based on the above discussions, pair cities should finalize their presentations, which will be made on Day 2. Presentations should include the following:</p> <ol style="list-style-type: none"> 1. Project theme <ul style="list-style-type: none"> • Areas the pair focused on during the exchange related to low carbon and compact city development 2. Lessons learned from the field visits <ul style="list-style-type: none"> • Lessons learned by EU city from visiting Japanese city • Lessons learned by Japanese city from visiting EU city 3. Action items <ul style="list-style-type: none"> • Opportunities for change identified by each city • Actions implemented during the project, if any • Plans to continue cooperation • Mechanisms to implement actions <p>Your ICLEI liaison will help facilitate discussion as well as prepare final presentation.</p> <p><i>Translation: Consecutive</i></p>
12:00 – 13:00	Lunch
13:00– 15:00	<p>Pair city working meeting (continued)</p> <p>Cities should use this time to summarize their discussions and finalize their presentations for Day 2.</p>
15:00 – 15:15	Break
15:15 – 16:45	<p>Group discussion among the cities</p> <p>An informal roundtable discussion will be facilitated among all participants. Cities will have the opportunity to share their exchange outcomes with other cities and receive input from other cities participating in the exchange.</p> <p><i>Translation: Simultaneous</i></p>
16:45 – 17:00	<p>Summary of the day</p> <p>ICLEI will share observations and key points from the discussions and give suggestions on how cities to cities cooperation can be strengthened. The agenda and expectations for Day 2 will also be reviewed.</p> <ul style="list-style-type: none"> • Santhosh Kodukula, Project Manager <p><i>Translation: Simultaneous</i></p>
17:00 – 18:15	<p>Presentation on Växjö’s Environmental Management System (optional)</p> <p>The City of Växjö will give a presentation on their Environmental</p>

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	<p>Management System to their partner city, Shimokawa, as part of their exchange. Q&A and discussion will be held after the presentation. All participants are welcomed to join.</p> <p><i>Translation: Simultaneous</i></p>
18:10	<p>Meet in hotel lobby to walk to restaurant (Serafina)</p> <p><i>For those that are at the conference venue for the Växjö presentation, we will also walk those participants to the restaurant</i></p>
18:30 – 20:30	<p>Dinner</p> <p>Dinner will be provided at the restaurant, Serafina, New York, 15 minute walk from the hotel</p> <p><i>Translation: Two professional translators will be available. ICLEI Japan Office staff will also be available to provide translation.</i></p>
<p><i>Serafina New York 1-1-1 Marunouchi, B1F, Chiyoda, Tokyo</i></p>	

Tuesday, 19 April 2016

Facilitator: Takashi Otsuka, Director, Japan Office, ICLEI

09:00	<p>Meet in lobby</p>
09:30 – 09:40	<p>Welcome remarks</p> <p>Speakers:</p> <p>Mr. Jonathan Hatwell, Deputy Head, Delegation of the European Union to Japan, Tokyo, Japan</p> <p>Mr. Takuya Kurita, Director-General, City Bureau, Ministry of Land, Infrastructure, Transport and Tourism</p>
09:40 – 09:55	<p>Photo opportunity</p>
09:55 – 10:15	<p>Keynote</p> <p>Speaker:</p> <p>Walter Deffaa, Director General, European Commission Directorate-General for Regional and Urban Policy</p>
10:15 – 12:15	<p>City presentations</p> <p>City representatives will make their presentations in pairs, please see page 3 for more details. Each city pair will be given approximately 30 minutes to present. After each presentation, there will be a discussion session, during which participants from other city delegations and project partners will provide ideas and comments on areas of potential cooperation between cities.</p> <p>10:15-11:15 Toyama and Burgas Comments / Q&A</p> <p>11:15-12:15 Kitakyushu and Riga</p>

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	Comments / Q&A <i>Translation: Simultaneous</i>
12:15 - 13:15	Lunch
13:15 - 15:15	City presentations (continued) Same structure as previous session. 13:15 - 14:15 Kumamoto and Leipzig Comments / Q&A 14:15 - 15:15 Shimokawa and Växjö Comments / Q&A <i>Translation: Simultaneous</i>
15:15 - 15:30	Break
15:30 - 16:00	Summary of exchanges ICLEI will provide a summary of the cities' exchanges and observations on lessons learned and future opportunities for cities to collaborate from the project organizer's perspective. Various tools for cities will also be introduced. <ul style="list-style-type: none">• Santhosh Kodukula, Project Manager <i>Translation: Simultaneous</i>
16:00 - 16:30	Closing remarks Speakers: <ul style="list-style-type: none">• Mr. Shinya Izaki, Director, Urban Policy Division, City Bureau, Ministry of Land, Infrastructure, Transport and Tourism• Dr. Ronald Hall, Principal Advisor, DG REGIO, European Commission, Brussels, Belgium <i>Translation: Simultaneous</i>

Further information:

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