

HERMAN

1st Work Package Coordination (WP3, WP4, WP5) meeting

28-29 November, 2012, Eger, Hungary

AGENDA

27 November:

20⁰⁰- Since most of the participants arrive quite late, we do not plan any activities to this evening. But if any of you are interested to meet, please let us know.

28 November:

Venue: Municipality of Eger, meeting room 1. (Dobó Square 2, first floor)
Meeting point: Reception of the Hotel Eger, at 8.15 (walking to the venue together)
Moderation: Lead Partner

8³⁰-9⁰⁰ **Registration**, coffee

9⁰⁰-9¹⁰ **Welcome** by the Lead Partner, Municipality of Eger

9¹⁰-9³⁰ Short introduction of the new partner: **Regensburg** (introduction of the city, its experience, and key results of the similar Hero project)

9³⁰-10³⁰ Presentation and discussion of 1. **Methodology for Management Stakeholder Platforms** (WP3) and **Methodology for Portfolio Stakeholder Platforms** (WP4) by responsible partners: Marco Polo and Forster Centre

10³⁰-11⁰⁰ Coffee break

11⁰⁰-12⁰⁰ Presentation and discussion of **Methodology for State of the Play Reports** by responsible partner: Lublin

12⁰⁰-13⁰⁰ Presentation and discussion of **Methodology for Portfolio Analysis** by responsible partner: IRM

13⁰⁰-14⁰⁰ Lunch – Nemzeti Étterem, Eger (walking there and back together)

14⁰⁰-15⁰⁰ Presentation and discussion of **Methodology for Assessment of Capacities** by responsible partner: Ravenna

15⁰⁰-16⁰⁰ **Detailed work plan until the end of 2013** in WP3 (by Lublin), in WP4 (by Forster) and WP5 (by Ravenna)

16⁰⁰-16³⁰ Coffee break

16³⁰-17⁰⁰ Discussion about **communication and dissemination activities (WP2)**, defining the date and structure of the launching conference: Regensburg

17⁰⁰-18⁰⁰ **Steering Group meeting:** 1. Approval of the Rules of Procedures of the Steering Group; 2. Approval of Partnership Agreement; 3. Approval of the new partner, City of Regensburg; 4. Approval of the Project and Financial Management Handbook; 5. Discussion of the following reporting tasks (Start-Up Report, Preparation Cost Report, 1st FLC report & joint Progress Report)

19⁰⁰- Joint dinner

29 November:

9⁰⁰-11⁰⁰ Thematic walk in the city, brainstorming on cultural heritage assets in Eger

11⁰⁰-12⁰⁰ Individual partner consultations (upon request)

12⁰⁰ Joint lunch

The language of the meeting is English.