

TiPSE

The **T**erritorial **D**imension of **P**overty and **S**ocial **E**xclusion in Europe

Applied Research 2013/1/24

Interim Report

ANNEX 2

Working Paper 2

Case Study Guidelines

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ILS

July 2012

This report presents the interim results of an Applied Research Project conducted within the framework of the ESPON 2013 Programme, partly financed by the European Regional Development.

The partnership behind the ESPON Programme consists of the EU Commission and the Member States of the EU27, plus Iceland, Liechtenstein, Norway and Switzerland. Each partner is represented in the ESPON Monitoring Committee.

This report does not necessarily reflect the opinion of the members of the Monitoring Committee.

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This basic report exists only in an electronic version.

ISBN number -

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CASE STUDY GUIDELINES

Case study guidelines aim to support a common understanding of the role and aims of case studies in the overall project and to provide a framework for the empirical work of all partners carrying out case studies. The case study guidelines have been developed by ILS and discussed and adopted at the second TPG meeting in Dortmund, in July 2012. Thus they have served as a basis for working on the first set of case studies. There have been only minor changes in the guidelines since then, mainly for reasons of updating and making them suitable for publication as an annex to the Interim Report.

1 Aim of the case studies and role in the overall project

The aim of the case studies is to support European-wide data analysis and explore, with a more qualitative focus, in-depth and at micro-scale level, the multiple factors underlying processes of poverty and social exclusion in 10 case studies across Europe. The case studies are selected to cover a wide variety of different European territorial, socio-economic, and institutional contexts. Case studies support integrative and comprehensive research in five specific thematic challenges: These address the issues of education, unemployment, access to services in rural areas, ethnic minorities and urban segregation patterns.

The set of 10 case studies will be split into two sets of 5 case studies each, which are carried out subsequently. The 10 case studies are based on common methodology and set-up. The first set of case studies (July – Dec 2012), chosen at the beginning of the project on the basis of preliminary results of WP 2.1 (Concepts of PSE), has a focus on exploring the range of poverty and social exclusion phenomena in different territorial and institutional contexts. The subsequent set of case studies (Jan – June 2013) aims to further elaborate understanding of drivers and trends and identify common and different features across case studies on the same thematic challenge. To understand the factors influencing patterns and processes of social exclusion and poverty at micro-scale level in different institutional contexts is aimed at supporting the intervention rationale to be developed in WP 2.10.

Case study work below NUTS3/LAU 1 helps to

- explore and understand in an integrated and comprehensive way the variety and complexity of micro-scale PSE phenomena and processes,
- investigate the association and co-location of poverty and social exclusion,
- cross-check the validity and usefulness of applied European-wide and other data sources, and discuss alternatives how to map PSE processes with suitable indicators or alternative proxies,

- explore the diversity of response approaches and understand the links between local processes and the wider institutional environment,
- deepen the understanding of how to map and monitor micro-spatial processes and derive recommendations for the monitoring of territorial trends at micro-scale level.

The 10 case studies will collectively help to paint a holistic picture of different aspects of the complex social exclusion and poverty processes and the factors influencing these. The final results of the ten case studies will be presented in the Draft Final Report, with some preliminary conclusions out of the first set of case studies presented in the Interim Report.

The case studies are a focal point for involving stakeholders of urban, rural, regional and national policy communities into the project. Starting with the work in the first set of case studies, engaged stakeholders from the area will be invited to join a stakeholder advisory group. Discussion of case study results with practitioners will enhance validity of outcomes and recommendations across all case studies, and at the same time, ensure that the Practitioner Guide meets the needs of policy communities.

2 Selection of Case Studies

As Table 1 shows, the TIPSE project strives for a balanced sample of case studies with regard to representative coverage of (1) different macro-regions, (2) the linkage to EU as well as (3) ESPON territorial typologies.

With regard to the policy-orientation of the project, the selection will make sure, that (4) different institutional contexts (democratic and legal system, configuration of labour market, welfare state characteristics, family and community system characteristics) and (5) relevant thematic challenges across Europe are covered.

The issue of rising energy prices and effects on the situation of socially excluded population groups is cross-cutting and taken into account in all case studies, but especially in those located in sparsely populated regions, in terms of rising mobility costs, and those dealing with housing (the ethnic minorities and urban segregation case studies), in terms of rising costs for heating, etc.

Table 1: Sample of case studies and their coverage of different categories

	First set					Second Set				
	1	2	3	4	5	6	7	8	9	10
	FI	UK	HU	DE	EL	SE	ES	SK	PT	TR
	FI 133	UKM 64	HU 313	DEA 52	EL 300	SE 110	ES 421	SK 032	PT 114	TR 310
1. EU Macro Region										
- Nordic	X					X				
- British-Irish		X								
- Eastern-Central			X					X		
- Western-Central				X						
- Southern					X		X		X	
2. Linkage to EU										
- EU 15	X	X		X	X	X	X		X	
- NMS			X					X		
- Candidates										X
3. Territorial typology of case study (NUTS3 level)										
- Metropolitan region				X	X	X			X	X
- Predom. urban area				X	X	X			X	X
- Predom. rural area	X	X	X				X	X		
- Mountainous region			(x)		(x)		(x)	X		
- Border region	X		X			X		X		
- Island region		X								
- Coastal region		X			X	X			X	X
- Remote area	X	X	X							
- Sparsely populated	X	X								
- In industrial transition			X					X	X	X
4. Institutional Environment										
- Universalistic	X					X				
- Liberal		X								
- Corporatist-Statist				X						
- Familialistic					X		X		X	X
- Post-Socialist/ Transitory			X					X		
5. Thematic Challenge										
- Education				X						X
- Unemployment	X								X	
- Access to Services		X					X			
- Ethnic minorities			X					X		
- Urban segregation					X	X				

3 Case Study Methodology and Design

The focus of the case studies is mainly qualitative, that is to say, their focus is on describing, illustrating and explaining. Qualitative analysis is supported by quantitative analysis and the visualisation of quantitative results through maps and diagrams.

Each case study report will contain a description of the wider regional context, in which the studied case is situated, and the in-depth analysis itself. In general, the regional context section needs to be more standardized across all 10 case studies than the rest of the reports, where the different themes suggest that different data and presentation are appropriate.

3.1 The regional context

The first section of the case study report aims to provide the context for situating the characteristics and outcomes of in-depth analysis into a wider political, institutional and geographical setting. The appropriate regional level to be chosen for describing the context and its influence on the local level is different and depends on the thematic challenge and the characteristics of the chosen locality.

Where appropriate and relevant, the corresponding NUTS3 region could be considered a good starting point for “setting the scene” for the in-depth analysis. In some cases, however, the focus needs to be widened. This is the case in Dortmund for example, which is part of a wider metropolitan area belonging to three different NUTS 2 regions and with inherent demographic and economic specificities.

Yet, in order to ensure direct comparability between case study areas, there is a need for standardisation. We suggest the following “core data” that all partners should consider when analysing the regional context at the individually appropriate level. In addition to the core data, partners are free to include other Eurostat or NSI data, relevant for an analysis of the regional context or the chosen thematic challenge.

1. Territorial characteristics

- ESPON type of territory
- Land Use

As Table 1 shows, the case studies cover a wide range of ESPON types of territories, including urban-coastal, rural-mountains, sparsely populated, and border regions. The territorial characteristics of the wider region should be explained and – if relevant – analysed in terms of their linkage to specific social exclusion and poverty

challenges. Datasets of the ESPON Typology compilation project should be used (see Annex 2).

GEOSTAT Population GRID dataset and Corine Land Cover 2006 data provide a basis for describing the inner differentiated structure of the region. ILS will provide a spatial vector GRID dataset as specified by the INSPIRE directive for the case study areas in 100m- and 1km-resolution. Where available, Corine Land Cover data and the GEOSTAT population map data will be integrated. Also mapping and analysis templates will be provided based on the ESPON map template for ESRI ArcGIS including vector GRID datasets.

2. Population (and economic) characteristics

- Total population
- Age (percentage of younger and older population, <15, >65)
- Percentage of population with migrant background
- Economic performance

For a standardised approach to describing the overall and intra-regional demographic and economic structure of the region, datasets of EUROSTAT Regio and the ESPON Regional statistics database should be used (see Annex 2). Where needed, these datasets are supplemented by theme specific and local datasets. Where possible, case study data should be compared to regional, national and EU 27 level.

3. Social Exclusion and Inclusion characteristics

- Exclusion from the labour market / (Long term) unemployment rate, early school leavers
- Access to services and communication (social services, education and qualification, health) / Percentage of population with migrant background
- Material deprivation / Poverty, income and social support: e.g. at-risk-of-poverty-rate, persistent at-risk-of-poverty-rate, material deprivation rate

Few regional data (NUTS 3, European-wide, harmonised) is available for realising this task. Depending on the thematic challenge the case study is dealing with, the analysis needs to be supported by appropriate data from national or local datasets. When using local datasets a brief description of its source and quality should be given.

3.2 Data and maps for in-depth analysis

The deeper analysis of the case study, in terms of quantitative data, should be made at the individually appropriate spatial level (LAU1, LAU2 and below). For the urban segregation studies, for instance, mapping of patterns below the municipal or district

level is obviously essential. In the access to services and long-term unemployment case studies, a wider territorial focus may be appropriate for understanding processes of exclusion.

When looking for data from national or local datasets, the following indicators for social inclusion or exclusion (based upon a paper of partner HAS prepared for the Dortmund meeting) should be used, as appropriate and relevant for the thematic focus of the case study:

Unemployment

- By age and gender
- By profile of unemployed (education, skills)
- Self-defined economic position

Education

- Higher/lower education attainment
- Early school leavers
- Rate of pupils going into further “good” secondary education
- Education at pre-school

Ethnic minorities and segregation

- Indicators relating to poverty and income, housing, health, crime, education, employment

Where it is possible and relevant, indicators should be built on a spatial GRID as proposed in the INSPIRE Specification on Geographical Grid Systems (see the following page: http://inspire.jrc.ec.europa.eu/documents/Data_Specifications/INSPIRE_Specification_GGS_v3.0.pdf). Therefore the appropriate resolution for the specific task (for example 100meters, 1kilometer) should be chosen. If spatial disaggregation is necessary, the estimator could be the demographic layer of the GEOSTAT population GRID or the Corine Land Cover 2006 settlement areas.

The results of the quantitative analysis shall be visualised through maps and diagrams. In order to create a coherent design of tables, map templates will be elaborated by Partner 5 and should be used by each project partner. (Comment: The ESPON database project M4D has developed guidelines which support the integration of our case studies into the „zoom in“ part of their database, where they keep data for smaller areas ([Espon Database http://database.espon.eu/data](http://database.espon.eu/data)).

3.3 Expert Interviews

Each partner conducting case studies is expected to hold a core of 10 interviews with different policy makers and practitioners relevant for exploring local social exclusion and poverty processes. This may include urban, rural, regional and national planners, community group members, representatives from not-profit organisations or

policymakers. Moreover, expert interviews with local researchers who focus on poverty and social exclusion can be conducted as well. There should be 1-2 interviews out of the 10 with national or regional policy makers. The following wider aspects should be covered in the interviews:

Structure questionnaire

1. Presentation of the researcher, information on TIPSE project and the main thematic focus of the case study
2. Information about interview partner
 - position
 - role in dealing with PSE
3. Experts' view on main dimensions of social exclusion within the case study area
 - affected main population groups
 - wider nature of PSE / if appropriate: regional specificities in the national (European) context
4. Experts' view on underlying processes and trends and the role of policies
 - major driving forces of social exclusion
 - role, autonomy and resources of different actors in shaping dimensions and processes of social exclusion (central, regional or municipal level; public, private or civic sector single actors)
 - role and impact of formal policies and informal networks and lobbying
 - influence of governance structures
 - development over time
 - main challenges and opportunities
5. Validity of European-wide data from a local perspective
 - discussion of quantitative results with local experts
 - monitoring in the relevant policy area: status quo, challenges and recommendations

Making yourself familiar with the expected table of contents (see No 4 below) of case study reports will help you to choose relevant experts for interviews and detail the questionnaires.

The last aspect of the questionnaire structure, discussion of European-wide data (5), could also be used as a “starter” for the interview. We suggest using maps here. A

relevant range of potential maps to be used is available via the internal TIPSE project platform.

The interviews should take approximately 1.5 hours and shall be recorded. There is no need to transcribe the whole interviews, but a few concise and informative original quotations can be used within the individual case study reports.

3.4 Involvement of stakeholders

The partners conducting case studies are expected to identify at least two stakeholders (who are part of the group of interview partners) willing to join a stakeholder advisory group and to provide feedback on the projects' outcomes. At least one stakeholder should be selected during the first round of case studies. The selected stakeholder could be e.g. a practitioner working with poverty and social exclusion in the region. In order to promote this kind of commitment of the stakeholder, the partners shall indicate the benefits from TIPSE findings and outcomes. During the lifetime of the project, the partners should then provide the stakeholder regularly with information about current research activities and the progress of the project.

4 Structure Case Study Report

Case study results will be summarised in individual short reports, with a maximum number of 50 pages (including appendices). The reports should include only the most important maps elaborated within the quantitative analysis. All other maps will be presented in the Annex.

The case studies shall be structured along the following table of contents:

Title page, including list of authors

List of abbreviations

Contents

Tables, Figures, Maps

Executive Summary

Targeted at policy makers, focus on main conclusions and policy implications; 2-3 pages

1. The regional context

Description of the general frame of the case study, could be e.g. NUTS 3 level, the appropriate spatial level is to be chosen by each partner; 5-10 pages

- Description of the wider area in which the CS is located, in terms of territorial characteristics, population characteristics, economic characteristics etc.
- Description of the main dimensions of social exclusion, in terms of affected main population groups, affected areas, the wider nature of PSE processes
- Brief description why the chosen thematic issue is important for the specific region
- Policy and institutional context for dealing with PSE: relevance of PSE in agenda setting, key actors, territorial level(s) involved, most relevant policy programmes (education, unemployment, health, housing and segregation, social assistance) and their focus

2. Characteristics of social exclusion and poverty: patterns and processes

Focus on the case study area and focus on the thematic challenge relevant for the case study, could be LAU 1 level and/or below, the appropriate spatial level is to be chosen by each partner; 10-15 pages

- Description of the case study area, territorial characteristics, and the affected population group the case study is focusing upon
- Description of the main dimensions of social exclusion and poverty
- Mapping of these main dimensions
 - o main patterns of social exclusion, as far as possible, over time
 - o co-location of poverty and social exclusion, as far as possible, over time
- Exploring and mapping the main dimensions in detail, going to the micro-scale level, where appropriate

3. Analysis of underlying processes and trends

The focus is here on explaining the processes and trends. When writing chapter 3, be aware of and make reference to the wider institutional environment (liberal, familialistic, corporatist/statist, post-socialist) and its influence on processes and trends. The involvement of policy and practice stakeholders is important for coming to conclusions. 10-15 pages

3.1 Which main factors have shaped dimensions and processes of social exclusion? Consider the following potential “drivers” behind, not describing one by one, but rather deciding upon and describing the major driving forces.

- Which role has the central or the regional state? Which role has the municipality? Other regional, municipal or infra-municipal authorities?
- Which role play informal networks and lobbying in shaping dimensions and processes of social exclusion?
- Which role do formal policies, legal and institutional factors play against informal networks, lobbying etc.?
- Which role do single actors (public, private, civic sector), pressure groups, etc. play?
- Which networks and relations between actors involved are relevant to explain the processes and trends?
- In which way the mode of governance (hierarchical, partnership approach) and networking among actors (level of consensus reached among actors, participatory and inclusive or exclusive approach, etc.) influence the dimensions and trends?
- Which autonomy and resources do main actors dispose of, or not dispose of?
- In which way the coordination of action between main actors and the integration of sectoral policies influence the dimensions and trends?

3.2 Development over time and the influence of policies and/or other factors

- Looking back and forward: What are the main trends?
- In how far policies had an impact on the challenges associated with PSE, and how could policies have a greater impact?
- What other factors (institutional, territorial, cultural, social...) do have an impact on processes and trends?

3.3 Policy challenges and policy solutions

- Concluding, which are the main challenges, and what main factors could bring about change?
- What is the role of monitoring and mapping in this process?
- What is the role of the European level in this process?

4. Validity of European-wide data analysis from a local perspective

incl. results of discussion with local experts. 2 pages

- Cross-checking the results of WP 2.5 (Poverty Mapping) and WP 2.6 (Social Exclusion Mapping): How reliable and relevant is the data (a) from a point of view of researchers, (b) from a point of view of local experts
- Which variables, indicators or alternative proxies would be more suitable and useful to map trends and processes?

5. Transferability of results

Significance and transferability of case study results. Each partner conducting case studies will engage in cross-national assessment of the relevance of the results of individual case studies, and will seek to develop a clear understanding of the extent to which the individual case study findings are representative and generalisable for a wider geographical area, and for similar types of regions across Europe. 2-3 pages

5.1 In how far the results are generalisable?

- for the wider region? For the national level? For specific Macro-Regions? For other cities/regions within the same territorial category?

5.2 In how far the results are transferable? Beyond the territorial category?

- Which role plays the welfare system (institutional regime) in generating or reducing poverty and social exclusion?

5.3 In how far the results are generalisable to other regions challenged by the same thematic dimension of PSE?

6. Conclusions for policy development and monitoring

2-3 pages

6.1 Conclusions for policy development

6.2 Conclusions for how to map and monitor territorial trends and micro-spatial processes

6.3 Conclusions for policy responses

Annex

Additional maps and tables

List of interviewed experts

5 Communication within the project

The partners working on a common challenge in subsequent case studies (Nordregio and ILS on unemployment; ILS and EKKE on education; EKKE and Nordregio on urban segregation patterns) should discuss and agree on a common core set of data to be used in both case studies for analysing the challenge, and keep close contact to partners working on a similar theme.

To ensure maximum comparability and generalisability of results within a wider set of case studies (and not only across the five case study pairs), it is suggested that the following partners keep close contact and discuss data issues, research approach and key issues to be addressed:

- Access to Services (all “rural” case studies), including rising energy costs: HAS, UHI, Nordregio
- (Un)Employment: Nordregio, ILS
- Ethnic minorities: HAS and, as far as urban/school segregation is mainly an ethnic issue in their case studies, EKKE, ILS,
- Education: ILS, HAS, EKKE

6 Timetable

In order to integrate initial findings of the case studies in the Interim Report the quantitative analysis as well as the elaboration of maps and diagrams is to be completed by the end of October 2012 and to be sent to Partner 5. Moreover first information about the qualitative part, including selected interview partners, first results of the interviews and next steps shall be provided as well. In order to optimise and, if necessary, modify the methodology of the second round of case studies positive as well as negative aspects during the implementation of the first case studies will be discussed at the TPG meeting in December 2012. Furthermore partners who work on the same thematic fields in subsequent case studies should provide short background information about their first case study, an English-version of the questionnaire, used indicators etc. by the end of December 2012. This information shall support the partners who will deal with the same thematic challenge in the second round of case studies.

6.1 First set of case studies

Table 2: Timetable for first set of case studies

Output	Responsibility	Delivery Date
Case study guidelines and Map templates	ILS (to be sent to partners)	15 July 2012
Regional context section; Quantitative analysis (including maps and diagrams) of in-depth study; First information about qualitative analysis (interview partners, first results, next steps); Information on identified stakeholders	All partners conducting CS (to be sent to ILS)	31 October 2012
Executive Summary (2-3 pages)	All partners conducting CS (to be sent to ILS)	15 November 2012
Feedback about case study implementation; streamlining of work	All partners conducting CS	3-4 December 2012, TPG Meeting Athens
Case Study Report – max. 50 pages	All partners conducting CS	31 December 2012

6.2 Second set of case studies

Table 3: Timetable for second set of case studies

Output	Responsibility	Delivery Date
Exchange of information (English-version of questionnaire, etc.) between partners in the same thematic challenge	ILS, EKKE, NORDREGIO	31 December 2012
Draft version of Case Study Report	All partners conduction CS	31 May 2013
Comments	From ILS to partners	10 June 2013
Case Study Report – max. 50 pages	All partners conducting CS	30 June 2013
Cross-national assessment of the relevance of the results of individual case studies; discussion of main results	All partners	July - September 2013; to be finally discussed at TPG Meeting Newcastle

Appendix 1: Additional information on selected case studies

NUTS3 Code	NUTS3 Name	Characteristics	typ_urbrur_2009
UKM64	Eilean Siar (Western Isles)	sparsely_populated; Coastal regions with a very high share of coastal population; Major island < 50 000 inhabitants	Predominantly rural region, remote
FI133	Pohjois-Karjala	sparsely_populated, external_border	Predominantly rural region, remote
EL300	Αττική	Coastal regions with a very high share of coastal population; Big metropolitan region; Moderately mountainous regions under urban influence	Predominantly urban region
HU313	Nógrád	internal_border; Moderately mountainous, remote regions; Region with industrial branches losing importance	Predominantly rural region, remote
PT114	Grande Porto	Coastal regions with a very high share of coastal population; Big metropolitan region; Region with industrial branches losing importance	Predominantly urban region
SE110	Stockholms län	internal_border Coastal regions with a very high share of coastal population; Big metropolitan region	Predominantly urban region
SK032	Banskobystrický kraj	internal_border; Predominantly mountainous regions under urban influence; Region with industrial branches losing importance	Predominantly rural region, close to a city
DEA52	Dortmund, Kreisfreie Stadt	Big metropolitan region	Predominantly urban region
TR310	Izmir	Coastal area; Big metropolitan region; Region with internal industrial change	Predominantly urban region
ES 421	Albacete	Moderately mountainous region under urban influence	Predominantly rural region, close to a city

Appendix 2: Data Sources Regional Analysis

Dataset	Provider	Level	Table
Total population	GEOSTAT	GRID 1 km	
http://www.efgs.info/data/GEOSTAT_Grid_POP_2006_1K			
Dispersion of regional GDP by NUTS 3 regions	Eurostat REGIO database	NUTS2	nama_r_e0digdp
Early leavers from education and training by sex	Eurostat REGIO database	NUTS1	edat_lfse_16
Gross domestic product (GDP) at current market prices	Eurostat REGIO database	NUTS3	nama_r_e3gdp
Long term unemployment	Eurostat REGIO database	NUTS2	lfst_r_lfu2ltu
Population by age group and sex	Eurostat REGIO database	NUTS3	demo_r_pjanaggr3
Unemployment rates by sex, age	Eurostat REGIO database	NUTS3	lfst_r_lfu3rt
http://epp.eurostat.ec.europa.eu/portal/page/portal/region_cities/regional_statistics/data/datab ase			
Basic indicators (Active population)	ESPON	NUTS3	
http://database.espon.eu/meta?res=rbm7tzy5tvk			
Demographic Trends and Migration (Migratory population change)	ESPON	NUTS3	
http://database.espon.eu/meta?res=rfs0bz681hlvtx			
EDORA Country Profiles (households with internet at home)	ESPON	NUTS3	
http://database.espon.eu/meta?res=r8gaab8kyx			
Edora Country profiles (Migration population change Migratory population)	ESPON	NUTS3	

change,...)			
http://database.espon.eu/meta?res=rbq261x087ep			
EDORA Typology (net migration rate)	ESPON	NUTS3	
http://database.espon.eu/meta?res=r0og04dv36x			
EDORA Typology (unemployment)	ESPON	NUTS3	
http://database.espon.eu/meta?res=rd1yykegbh			
ReRisk Ecosocial Data (Disposable income ... per inhabitant)	ESPON	NUTS2	
http://database.espon.eu/meta?res=rhljeticb6wtr			
Territorial compilation typology	ESPON	NUTS3	
http://epp.eurostat.ec.europa.eu/portal/page/portal/region_cities/regional_statistics/data/database			
Land Use	EEA Corine Land Cover	Vector data	
http://www.eea.europa.eu/data-and-maps/data/clc-2006-vector-data-version-2			
Land Use – degree of settlement areas	EEA Corine Land Cover	GRID 1km	
Provided by ILS			
Land Use – degree of settlement areas	EEA Corine Land Cover	NUTS3	
Provided by ILS			