



On behalf of the European Commission, DG Regional Policy  
(2005 CE 16 0 AT 017)

## **Study on “territorial cohesion, lessons learned from the ESPON programme projects and strategy for the future**

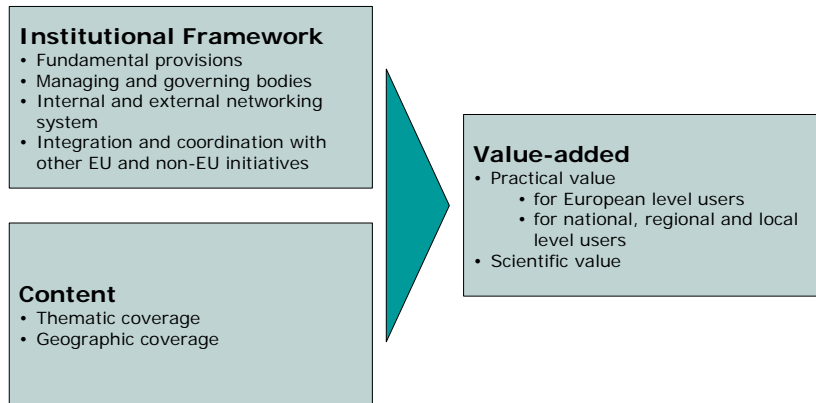
# Appendix A – Methodology

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This document provides a description of the methodology used over the course of this study.

## 1. Basic approach

Our basic approach of this study was the orientation towards user and demand. This approach refers to 8 elements and is described in this scheme:



## 2. Phases of the Study:

This study was divided into 5 phases

### Phase 0: Kick-off meeting with DG Regio

### Phase 1: Surveys

- User-survey

The study started with a user-survey. We collected e-mail addresses of potential and actual users of the current ESPON-programme. We gathered the contact data of scientists, policy makers at different levels and practitioners. Ramboll Management used our online survey tool, SurveyXact. SurveyXact is a system that is user friendly as every participant can answer the questionnaire when it is convenient for her/him to do so. Moreover, a link was placed on the ESPON.lu website and in several newsletters.

- Delphi survey

Following on the results of our user-survey we conducted an online Delphi-questionnaire. With the Delphi method the study went deeper into the lessons-learned from the current ESPON programme and recommendations for a future ESPON programme. There were two rounds held using the Delphi method. Two separate questionnaire formats were developed, one aimed at scientists and one aimed at policy makers and practitioners.

## Phase 2: Desk studies, technical analysis and case studies

- Desk studies of scientific studies and other ESPON results were made. An analysis grid was developed to assess the ESPON results.
- Technical analysis of management and network performance based on survey and panel results.
- Case studies for in-depth analysis of three topics: ECP-network, TPGs and strategy for collaboration with other EU programmes. The basis for data collection was desk research. Additional data and information was gathered through a questionnaire aimed at the ECPs and through telephone interviews with different TPG lead partners.

## Phase 3: Expert panel

On the 9<sup>th</sup> and 10<sup>th</sup> of April an expert panel was held, with 18 participants (scientist, practitioners, policy makers from different governmental levels and representatives of ESPON)

At the beginning the results and outcomes of phase 1 and 2 were presented.

The three workshops on the first day were past-oriented on lessons learned from the current ESPON programme.

- Group 1: scientists
- Group 2: policy-makers/territorial planners
- Group 3: European Commission/ESPON

The three workshops on the second day were future oriented on recommendations for an possible ESPON II programme.

- Mixed group 1 – on thematic and geographic coverage
- Mixed group 2 – on tendering, project administration, programme management
- Mixed group 3 – on dissemination and communication as well as cooperation and integration with other programmes

After each day the group results were consolidated and discussed.

During the expert panel the following methods were used:

- **“Philips 66”**: This method puts emphasis on the ability to listen inside a group. The Panel/Seminar will therefore be divided into smaller groups of 5 to 8 people maximum. Each group assigns for itself one ‘rapporteur’ and one ‘time-keeper’. Every participant will be granted one minute to express his opinion on a general or specific question (or give his opinion on a specific proposition). The Rapporteur of a group will synthesize the different contribution and present it to the whole Panel/Seminar (there won’t be any internal debates in the groups, everybody should be able to express his/her opinion without being interrupted during the one minute of speaking-time granted to them; in general this way provides for the propositions to be more constructive)
- **The “Metaplan” and “Ranking” Method**: The Panel/Seminar will be divided into smaller groups of 5 to 8 people maximum. Each group assigns for itself one

'rapporteur' and one 'time-keeper'. Each participant will be provided with Post-its and a pen. For each workshop question the participants should write their answers on the Post-its in front of them (the facilitator should make sure that the participants write only one answer/idea per Post-it). The Post-its will then be put on a Flip-Chart (this Flip-Chart may carry predefined categories). Based on discussion, the participants will jointly cluster/group their responses on the Post-its according to headlines they identify by themselves (the facilitators have to make sure that each participant has the opportunity to express his view). Subsequently, each participant will be given a marker so that one can prioritize the different ideas in the clusters according to their importance (in order to establish a Ranking, each participant will have a total of 10 point to attribute to the different ideas). The Rapporteur of a group will synthesize the different contribution and present it to the whole Panel/Seminar. This method allows one to gather in a short time many ideas, to identify the main categories and to clarify the priorities of the ideas.

#### **Phase 4: Draft reports, feedback and discussions**

The final phase comprised of writing first an interim report. A meeting was held on the interim report where representatives of DG Regio and ESPON provided feedback.

Following the interim report, a draft final report was written on which DG Regio was invited to make comments.

After adaptation of the draft final report following the comments of DG Regio, the final report was delivered.

