



Österreichisches

Institut für

Raumplanung

ESPON 2006 Programme

*Tender
ESPON 1.4.1*

*„Small and Medium-sized
Towns (SMESTO)“*

03 February 2005

*Submitted by
Österreichisches Institut
für Raumplanung (ÖIR)*





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*Submitted by
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für Raumplanung (ÖIR)*



Österreichisches Institut für Raumplanung (ÖIR)

(Austrian Institute for Regional Studies and Spatial Planning)

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Vienna, February 2005

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I. THE TRANSNATIONAL PROJECT GROUP

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Peter Schneidewind, Gabriele Tatzberger, Bernd Schuh

Core team:

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Phone: +43 1 533 87 47 0, Fax +43 1 533 87 47 66, www.oir.at/en
Peter Schneidewind, Gabriele Tatzberger, Bernd Schuh

Nordregio, Nordic Centre for Spatial Development, Holmamiralens Väg 10, Skeppsholmen, P.O. Box 1658, 111 86 Stockholm, Sweden
Phone: +46 8 463 54 39, www.nordregio.se
Ole Damsgaard, Alexandre Dubois, Erik Glørsen

NOMISMA S.p.A., Strada Maggiore 44, 40125 Bologna, Italy
Phone: +39 51 648 31 71, Fax: +39 51 232 209, www.nomisma.it
Roberta Benini

Project Partners:

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Phone: +49 228 401 23 29, Fax: +49 228 401 22 60, www.bbr.bund.de
Peter Schön, Lars Porsche, André Müller

Polish Academy of Science, Stanisław Leszczycki Institute of Geography and Spatial Organization (IGSO), 00-818 Warszawa, Twarda 51/55, Poland
Phone: +48 22 6978 841, Fax +48 22 620 6221, www.igipz.pan.pl
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Carme Bellet, Josep Maria Llop, Joan Ganau, Montse Guerrero, Josep Ramon Mòdol, Aaron Gutiérrez

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Phone: +36 96 51 65 70, www.rkk.hu
Mihály Lados

1. Lead Partner – Österreichisches Institut für Raumplanung – ÖIR/AT

ÖIR is a research and consulting institute whose work, according to its statutes, “focuses on the investigation into spatial development processes, the drafting of proposals relating to the utilisation of living space and on making the results of its research work available to the public”.

The Institute’s clients come from the private sector and from all levels of the public sector (local, regional, federal and European).

It was co-founded by several Länder and the Austrian federal government in 1957. In 1999, the Institute was completely privatised. It is now a private group of companies with a non-profit organisation holding the majority of shares. It consists of four legally independent organisations that work closely together at the expert level with offices in Vienna, Graz, Salzburg and Brussels.

Mission Statement

Spatial developments and the spatial impacts of social, economic and political actions as well as the regions of Europe and Austria are the Institute’s main objects of study.

The activities of the Institute include the collection, transfer, dissemination and storage of information and knowledge and their practical application in consulting, management and planning services.

The staff’s personal commitment to social issues and a strict adherence to the rules of scientific study are the foundation of the Institute’s expert work.

The multi-disciplinary qualification of staff and the interdisciplinary approach help the Institute to promote the awareness of spatial and regional aspects, in research as well as with respect to sectoral policy issues.

The Institute is funded exclusively by contract work that may lay claim to a legitimate interest.

NAME	Österreichisches Institut für Raumplanung (ÖIR) (Austrian Institute for Regional Studies and Spatial Planning)
ADDRESS	A 1010 Vienna, Franz-Josefs-Kai 27 Tel: +43 1 533 87 47 0, Fax +43 1 533 87 47 66 www.oir.at/en
Director	Peter Schneidewind Tel: +43 1 533 87 47 20 E-mail: schneidewind@oir.at
LEGAL STATUS	Private Association
Date of founding of the research body	1957
VAT No	ATU 47686703
Association register	Österreichisches Institut für Raumplanung (ÖIR), Registered Association. Authority: Bundespolizeidirektion Wien, Büro für Vereinsangelegenheiten, 1010 Vienna, Schottenring 7-9. (Zl. XV-598, DVR 0003506)
Annual turnover	2001: 1,391,058 € 2002: 1,511,575 € 2003: 2,370,931 €
No. of Salaried Employees	
Persons foreseen to participate in the project	Peter Schneidewind Phone: +43 1 533 87 47 20 E-mail: schneidewind@oir.at Gabriele Tatzberger Phone: +43 1 533 87 47 18 E-mail: tatzberger@oir.at Bernd Schuh Phone: +43 1 533 87 47 44 E-mail: schuh@oir.at

CVs see Annex 1

Fields of interest

The institutes fields of expertise and interest are spatial development policy from local to European scale, environment, transport, economy, social affairs and qualification.

European regional policy has been a major issue in ÖIR for some years, first in the way of consultant work to the federal and regional governments, then also directly for the Commission or in the form of a subcontractor. The starting point was the in-depth analysis of the impacts of EU-structural funds to the Austrian system of regional policy and the assistance of the Austrian government's preparatory work for the accession. But also other related issues like the Eucompetition policy or the agricultural policy have been dealt with. ÖIR has been working on a

number of projects directly commissioned by Commission Services, in particular in the field of policy evaluation.

European spatial development has become an issue of increasing significance in the Institute's work. At the international level ÖIR-work started with a participation in the study commissioned by DG XVI on the prospective development of the alpine regions, performing the Austrian part. ÖIR has been assisting the Federal Government at the elaboration of the operational programme for the "Central, Adriatic, Danubian and South-Eastern European Space" under INTERREG (as well as the Alpine Space). Furthermore ÖIR has been widely engaged in spatial development issues within Austria for many years, it has produced contributions dealing with international matters for the periodic reports on spatial development in Austria and is also playing an active role in structuring the Austrian discussion concerning the European Spatial Development Perspective. It has been engaged with a number of trans-national projects in the CADSES (Vision Planet, Danube Region Cooperation, Planet Cense) and worked for the Commission on spatial issues in the context of enlargement (Danube Space Study, Labour Market Impacts).

Present number of staff

Business number of salaried employees in 2004: 47

Statement of the partners average annual staff numbers and the number of management staff over the past three years	Year	Management	Researcher	Administr.	TOTAL
	1999	4	26	7	37
	2000	4	24	7	35
	2001	4	27	7	38
	2002	4	28	10	42
	2003	4	27	14	45

Types of academic qualifications:

Mag: 11 employees

Dipl.-Ing.: 6 employees

Dr.: 6 employees

Languages spoken at ÖIR:

Knowledge of languages, in particular the English language (writing/reading/speaking, scale 1-5, where 1=poor and 5=excellent)	Language	Persons	Level
	English	21	5
		3	4
		14	3
	French	6	5
		1	4
	Italian	1	5
	Spanish	5	3
	Russian	1	3
	Croatian	1	3
	Slovak	1	2
	Slovenian	1	4
	Czech	2	3
		1	4
	Greek	1	3

Publications and work related to the tender

See Annex 2

Information to be provided according to tender documents

(regarding sections “exclusion of tenderers”, “selection criteria” and “award criteria”)

See Annex 3

2. The Transnational Project Group

■ Nordregio/SE

Nordregio (the Nordic Centre for Spatial Development) is an independent centre for research, documentation and dissemination on questions related to spatial planning and regional development. The Centre was established in 1997 by the Nordic Council of Ministers, on behalf of the governments of Denmark, Finland, Iceland, Norway and Sweden. Nordregio offers very strong competencies and experience in relation to spatial development, regional and urban development and European Structural policies. The comprehensive field of competence involves close co-operation with a large variety of clients including the European Commission, the Nordic Council, national ministries in various European countries, regional and local authorities, as well as universities and consultancies all over Europe. Among the related projects we can mention the co-ordination of the Study Programme on European Spatial Planning (SPESP), the study on Objective 1 and 2 programmes regarding the inclusion of ESDP issues and ESPON projects 1.1.1 (The Role, Specific Situation and Potentials of Urban Areas as Nodes in a Polycentric Development), 2.2.1 (Territorial Effects of Structural Funds), 2.3.2 Governance and 2.3.1 ESDP impacts. Nordregio is the lead partner for 2.2.1 and 2.3.1.

Nordregio also has extensive activities in the field of cartography and statistics, including the harmonisation of incompatible national and regional statistics, and production of maps on spatial development trends. This is illustrated in publications such as *Regions of the Baltic States or Regional Development in the Nordic Countries 2002*. Nordregio had 28 staff in 2004, of which 23 are full-time professionals including 2 Professors, and 8 staff with PhDs or equivalent. Nordregio's staff is capable of working in English, German, French, Swedish, Danish, Finnish, Norwegian, Icelandic and Russian. In this project the director, Ole Damsgaard, Master of Science in Cultural Geography, Erik Gloersen, MA in Human Geography and MSc in Geographic Information Systems and Alexandre Dubois, Master in Engineering, will form the main team.

NAME	Nordregio, Nordic Centre for Spatial Development (Nordregio)	
ADDRESS	Holmamiralens Väg 10, Skeppsholmen P.O. Box 1658, SE-111 86 Stockholm, Sweden Phone: +46 8 463 54 00, Fax: +46 8 463 54 01 E-mail: nordregio@nordregio.se www.nordregio.se	
Director (from 1 February 2005)	Ole Damsgaard Phone: +46 8 463 54 40, Mobile: +46 70 687 58 81 Fax: +46 8 463 54 01 E-mail: ole.damsgaard@nordregio.se	
LEGAL STATUS	The Institute has its registered seat (domicile) in Stockholm. Nordregio is registered in Sweden as a non-profit public corporation	
Date of founding of the research body	1 July 1997	
VAT No	Se 262 00 159001	
Association register		
Annual turnover		
No. of Salaried Employees (2004)	28	
Persons foreseen to participate in the project	<p>Ole Damsgaard Phone: +46 8 463 54 40, Mobile: +46 70 687 58 81 E-mail: ole.damsgaard@nordregio.se</p> <p>Alexandre Dubois Phone: + 46 8 463 54 27 E-mail: alexandre.dubois@nordregio.se</p> <p>Erik Glørsen Phone: + 46 8 463 54 39 E-mail: erik.gloersen@nordregio.se</p>	
		CVs see Annex 1

Fields of interest

The research interests of Nordregio include various aspects of spatial development in the Nordic Countries and Europe, from socio-economic development trends such as population, employment and economic development to national and European development policy, urban structures and physical-functional planning and to sustainable development. Within the field relevant to the Expression of Interest one should also note the recent projects within the field of Information Society and innovation policy as an important sub-theme of regional economic development and policy.

Nordregio's geographical focus is on the Nordic and neighbouring countries, European Union countries and EU applicant countries. The focus of the work is on applied research, i.e.

providing input to policy-making processes based on scientific research findings and knowledge. Our results are disseminated in many different ways, through reports, working papers, articles, lectures, courses and seminars. Nordregio has an electronic newsletter and a website with reports and maps. For a complete list of publications and research projects, please visit our website www.nordregio.se.

Present number of staff

Statement of the partners average annual staff numbers in 2004: 28
The number of management staff in 2004: 4,5

	Professor	PhD or equivalent	Master	Bachelor	TOTAL
Spatial planning, Environment	1	1	4	1	7
Geography		4	4	1	9
Sociology, Political Science, Economy	1	3	3		7
TOTAL	2	8	11	2	23+ administration 4,5

Nordregio staff is capable of working in the following languages (ability grades from 1 to 5, where 5 is fluent):

	Understanding	Reading	Speaking	Writing
English*	5	5	5	5
German*	5	5	5	5
French*	5	5	5	5
Swedish*	5	5	5	5
Danish*	5	5	5	5
Finnish*	5	5	5	5
Norwegian*	5	5	5	5
Icelandic*	5	5	5	5
Russian*	5	5	5	5

* Mother tongue

Publications related to the tender

Karin Bradley, John Jørgensen, Erik Gløersen (2004) *Stadspolitiska utblickar I Europa (Perspectives on Urban policies in Europe)*, report produced for the Swedish Housing Authority – Boverket – July 2004.

John Jørgensen, Städernes betydelse for regional utveckling (The importance of cities for regional development), NÄRP. P1243.

Other publications related to the tender

Swedish Ministry of Industry, Employment and Communication, 2001, Summary of the work on urban questions in small and medium-sized urban areas during the Swedish Presidency of the European Union 20010101-20010-30.

Portuguese Directorate-General of Urban Development and Spatial Planning, 2002, National Urban System. Medium Sized City

Information to be provided according to tender documents

(regarding sections “exclusion of tenderers”, “selection criteria” and “award criteria”)

See Annex 3

■ **Nomisma/IT**

Founded in 1981 in Bologna, Italy, by a group of leading economists, Nomisma was originally established as a Research Institute to study and analyse the features and dynamics of economic policies at the regional, national and international levels. Over the course of its evolution, Nomisma enlarged its scopes providing also policy advice and technical assistance in the Italian home market as well as abroad.

Studies, policy advice, consultancy, training and technical assistance services have been provided to international clients, including the **European Union, the European Parliament, the European Bank for Reconstruction and Development (EBRD), UNIDO, the World Bank, and the Inter-American Development Bank (IDB).**

Nomisma has been involved in over 300 projects in more than 30 countries world-wide.

The geographical spread of Nomisma's activity includes *Enlarged Europe, Eastern Europe, the former Soviet Union, the Middle East, North and sub-Saharan Africa, Asia and Latin America*. This worldwide experience has contributed to shape a global vision of the economic and institutional problems that affect the different geographical areas in the world, the problems of integration into international and regional markets, with particular attention to regional blocks.

Presently Nomisma comprises several research and consultancy units, each specialising in a different field and operating autonomously, yet able to work together on the basis of an integrated approach. This allows the company to employ a cross-sectoral and flexible approach in addressing the specific requirements of the competences it is called to provide.

Nomisma has a substantial track record in the provision of studies and policy advice to national and regional governments and administrative bodies and has extensive experience in establishing and managing partnerships with institutional beneficiaries, devoting particular attention to the identification and understanding of their needs.

The institute has provided specialised services to government bodies in Italy and in foreign countries, engaging in technical assistance, the organisation of conferences, workshops, training courses, and study visits; and in the preparation of commissioned reports and specialised studies. Nomisma also has played a significant role in providing services related to the EU Acquis, in particular in countries in transition.

NAME	Nomisma S.p.A. – Società di Studi Economici	
ADDRESS	Strada Maggiore, 44, 40125 Bologna, Italy	
Director	Riccardo Deserti	
LEGAL STATUS	Private shareholder company	
Date of founding of the research body	21/03/1981	
VAT No	02243430374	
Association register	02243430374	
Annual turnover	Eur 5.466.641 in 2003	
No. of Salaried Employees	70 employees in 2004	
Persons foreseen to participate in the project	Roberta Benini	CV see Annex 1

Fields of interest

Areas of Expertise

Nomisma's research and consulting activity in the field of studies and technical assistance to **Developing countries and Transition economies** has been focusing on the following core areas:

1. Regional Policy and Local Development, including urban development strategy;
2. Evaluation of Structural Funds, both in Western Europe and the new Accession Countries ;
3. Private Sector Development in particular SMEs
4. FDI impact and attraction policy and development policy in emerging economies and regions in development.

Present number of staff

Business number of salaried employees in 2004:

Statement of the partners average annual staff numbers and the number of management staff over the past three years	Year	Management	Researcher	Administr.	TOTAL
	2000	3	62	25	88
	2001	3	63	24	90
	2002	3	52	24	79
	2003	3	42	21	69
	2004	4	43	23	70

Nomisma staff is capable of working in the following languages (ability grades from 1 to 5, where 5 is fluent):

Knowledge of languages, in particular the English language (writing/reading/speaking, scale 1-5, where 1=poor and 5=excellent)	Language	Persons	Level
Writing – reading – speaking	English	Benini Roberta	5/5/5
Writing – reading – speaking	French	Benini Roberta	5/5/5
Writing – reading – speaking	Russian	Benini Roberta	3/4/5
Writing – reading – speaking	Spanish	Benini Roberta	2/3/2

Publications and work related to the tender

See Annex 2

Information to be provided according to tender documents

(regarding sections “exclusion of tenderers”, “selection criteria” and “award criteria”)

See Annex 3

■ **Bundesamt für Bauwesen und Raumordnung – BBR/DE**

Since the establishment of the Federal Republic of Germany there have been federal institutions giving scientific advice in the field of spatial planning to the ministry being responsible for spatial planning. Several organizational changes have occurred, the last one in 1998. Since 1972, the Federal Research Institute for Regional Geography and Regional Planning (Bundesforschungsanstalt für Landeskunde und Raumordnung – BfLR), which had been established in 1972 from two independent institutes, the Institute for Regional Geography and the Institute for Regional Planning, has advised the Federal Government in the field of spatial planning and urban development by creating scientific and informative bases to implement the Federal Government functions in these policy areas. At the beginning of 1998 it has been merged with the Federal Construction Directorate (Bundesbaudirektion – BBD) to the Federal Office for Building and Regional Planning (Bundesamt für Bauwesen und Raumordnung – BBR) being a higher federal authority, which is subordinated to the Federal Ministry of Transport, Building and Housing (Bundesministerium für Verkehr, Bau- und Wohnungswesen – BMVBW), having its headquarters in Bonn.

Task of the Federal Office is the technical support of the federal spatial, urban and housing policy as well as the most important federal building tasks, the promotion of building research and location-related surveys of economic efficiency. The BBR focuses aspects of spatial planning, of building technology and of housing at the federal level. In this function it is also the contact partner for equivalent authorities in the international context. The scientific part of the BBR concentrates on departments I (Spatial Planning and Urban Development) and II (Building, Housing, Architecture). This part has been accepted as a federal research institution. Department I deals with research tasks and gives scientific advice to the Federal Government in the field of spatial planning and urban development. Important tasks are to draw up relevant spatial planning and urban development reports, to operate a spatial information system, to elaborate prognoses (e.g. population prognosis, spatial planning prognosis), to attend and evaluate research projects scientifically, to draw up reports and expert's reports, to implement and evaluate model projects of spatial planning and urban development, to issue publications as well as to carry out conferences.

In the context of the reorganization the area of responsibility of the BBR concerning the technical support of the federal spatial, urban and housing policy has been enlarged especially by two central tasks: the continuous reporting about the Federal spatial development according to § 18, 5th indentation and according to § 21 of the Federal Regional Planning Act (Raumordnungsgesetz – ROG). While in the past the BfLR was intensively involved in the spatial planning reports to be presented by the former Federal Ministry for Regional Planning, Building and Urban Development (Bundesministerium für Raumordnung, Städtebau und Bauwesen – BMBau), the BBR now has the full responsibility.

The reorganization again stressed the spatial scientific policy advice competence of the BBR. Besides continuity it is important to remain aware of new perspectives and changed situations in order to maintain the quality and actuality of scientific policy advice. Therefore already the BfLR early has enlarged its research perspective by European aspects with regard to the neighbours in Western Europe, the European Union as well as Central and Eastern Europe and created a specialized unit on "European Spatial and Urban Development". This unit was closely involved in the process of drawing up the European Spatial Development Perspective (ESDP) and of establishing the European Spatial Planning Observation Network (ESPON).

NAME	Bundesamt für Bauwesen und Raumordnung – BBR (Federal Office for Building and Regional Planning)
ADDRESS	Deichmanns Aue 31-37, 53179 Bonn, Germany
Director	Dr. Wendelin Strubelt
LEGAL STATUS	Federal Office (Higher National Authority)
Date of founding of the research body	1972 (BfLR) respectively 1998 (BBR)
VAT No	DE 154801463
Association register	Not applicable with regard to Higher National Authorities
Annual turnover	Not applicable with regard to Higher National Authorities
No. of Salaried Employees	BBR: 700 (as to May 2004) Department I (Spatial Planning and Urban Development): 70 (as to February 2005)
Persons foreseen to participate in the project	Karl Peter Schön (Head of Unit I.3 "European Spatial and Urban Development") Phone: +49 228 401 23 29 Peter.Schoen@bbr.bund.de Lars Porsche Phone: + 49 228 401 23 51 Lars.Porsche@bbr.bund.de André Müller Phone: +49 228 401 23 04 Andre.Mueller@bbr.bund.de

CVs see Annex 1

Fields of interest

Involvement in INTERREG / ESPON process

- At the meeting of the Informal Council of Ministers responsible for Spatial Planning in Leipzig 1994 the German presidency proposed the establishment of a network of spatial research institutes in Europe. The BBR has been largely involved in the elaboration of this paper. The Ministers recommended based on this document the creation of a European spatial planning observatory in the form of network of spatial research

institutes. Furthermore they proposed that the Committee of Spatial Development (CSD) should present a concrete programme including a financial plan based on a proposal of the Commission.

- In cooperation with the European Commission the Ministers responsible for Spatial Planning of the EU Member States elaborated the European Spatial Development Perspective (ESDP) aiming at ensuring the coherence and complementarity of the EU Member States' spatial development strategies and at coordinating the spatial aspects of Community policies. The BBR has actively participated in elaborating the "Principles for an European Spatial Development Policy" (so-called Leipzig Document) being the topic of the Informal Council of Ministers responsible for Spatial Planning in Leipzig in 1994 under the German presidency.
- The ESPD was adopted at the Informal Council of EU-Ministers responsible for Spatial Planning in Potsdam, May 1999.
- The establishment of a network has been tackled more intensively at the Informal Council of Ministers responsible for Spatial Planning in Echternach under the Luxembourgian presidency. The Informal Council of Ministers emphasized the need to establish such a network. A two-year test period (1998-1999) was agreed upon. In 1998 the Commission launched the Study Programme on European Spatial Planning, closely related to the ESDP, pursuing Art. 10 of the ERDF regulation to be achieved by a network of research institutes specialised in the field of European spatial planning. The BBR was the German National Focal Point. Studies on "Geographical Position", "Cultural Assets" and a "Concerted Action on Criteria for Spatial Differentiation" were carried out with active support of the BBR. The Study Programme was closed in March 2000 with presenting the Final Report. The Final Report as well as the reports on "Geographical Position", "Cultural Assets" and "Economic Strength" are published by the BBR. In order to support the approach of EU-Accession Countries to ESPON the BBR staged a seminar under the Swedish Presidency in Stockholm in April 2001.
- After the good experience made in the ESDP the ESPON Programme 2006 started in July 2002. Since the start the BBR plays an active role e.g. as the lead partner of the ESPON Project 3.1 or as the ECP for Germany. Currently the BBR leads the ESPON project 2.4.2 and is involved as a partner in the project 2.2.2, 3.2 (as a follow up of 3.1).
- In the context of the INTERREG II C / III B Initiative, which parallelly serves to develop and implement the ESDP, the BMVBW has engaged the BBR to coordinate the INTERREG II C / III B activities with German participation. Together with the BMVBW the BBR is involved in all INTERREG II C / III B cooperations areas with German participation. In addition, the BBR also was in charge of an own INTERREG II C project "Perspectives and Strategies of Spatial Development Policy in the Central European

and Danubian Area" (VISION PLANET), co-financed by the European Commission, together with the Federal Chancellery of Austria.

On behalf of the BMVBW the BBR took over the function of the Lead Partner for the project "VASAB 2010 Plus – Vision and Strategies around the Baltic Sea 2010". The BBR was both responsible for the thematic and financial management of partners from Belarus, Denmark, Estonia, Germany, Finland, Latvia, Lithuania, Norway, Poland, Russia, and Sweden within the framework of the programmes INTERREG, PHARE and TACIS.

European Spatial Monitoring Information System

Since the beginning of the nineties, the BBR (respectively until 1998 the BfLR) has been operating an own regional spatial monitoring system for Europe beyond the classical spatial monitoring system for Germany. The regional information system for the European Union is based on regional data of EUROSTAT. From the beginning, regional reporting has not only been limited to the European Union (EU 12, later 15) but also refers to other parts of the European continent, e.g. the European Economic Area (EEA) and the Central and Eastern European countries. The BBR's regional statistical experiences at the European level has grown with the German reunification, the opening and transformation of the Eastern European countries as well as of the present accession states. The European spatial monitoring system of the BBR developed under the resulting national reorganizations and regional territorial changes, adjustments and the redefinition of statistics.

The indicators and analyses based on these data are an integral part of the BBR's spatial monitoring system (cf. Materialien zur Raumentwicklung, Heft 71, *Laufende Raumbewachung Europa, Daten zur Struktur und Entwicklung der Regionen der EU*, Bonn 1995 or *INKAR 2000*) and of policy advice. They have also been used e.g. in the former BfLR contributions to the EU's Regional Development Studies (Regional Development Studies 15: The Spatial Consequences of the Integration of the New German Länder into the Community, 1996; Regional Development Studies 16: The Impact of the Development of the Countries of Central and Eastern Europe on the Community Territory, 1996).

Europe-related studies

The BBR has also carried out respectively was involved in several Europe-related studies:

- In 1992 the former BfLR elaborated the research report "Accessibility and Peripherality of Community Regions: The Role of Highways, Long Distance Railway and Airport Networks" on behalf of the European Commission, Directorate General XVI. Apart from the analysis of European location and accessibility conditions also the impacts of measures to improve the European road and railway infrastructure and some air links in peripheral regions were examined in the framework of this report.

- The BBR carried out an international research project on behalf of the BMVBW concerning the role of the regions in Germany and other EU Member States. The project should provide detailed information about status, competences and importance of the regional and local authorities in the Member States of 15 EU, show the representation of these levels in the Committee of the Regions (CoR) and provide first ideas about the working method and main topics of the CoR. The future role of the CoR and the question in how far a strong representation of the regions' interest at European level can be expected with regard to the CoR's structure, organization, tasks and occupation was of main interest here. A central methodical element was the cooperation with 15 national experts from the Member States showing results and estimations of each EU Member State by means of a questionnaire.
- On behalf of the European Commission, Directorate General XVI, the BBR, in cooperation with *empirica*, was largely engaged in drawing up one of the external impact studies. In this study the implications of the development of the Central and Eastern European countries on the European Community were examined. The study was published by the Commission under the title "The Impact of the Development of the Countries of Central and Eastern Europe on the Community Territory" under the series "Regional Development Studies".

Central and Eastern Europe

- The need to direct the research perspective also towards Central and Eastern Europe results from the German reunification alone and from the new, close Eastern neighbours, especially Poland. Apart from this, considerable spatial disparities with quantitatively and qualitatively new dimensions and thus new requirements for spatial policies have developed. The BBR therefore has early set a main emphasis of work here
- Already in 1993 Germany initiated a network of spatial research institutes in Central and Eastern Europe against the background of the problems and tasks caused by the increased integration of Central and Eastern European states and by the coping with the new overall European spatial disparities. Apart from organizing workshops respectively seminars the exchange and mutual information between the institutes involved in the network is especially promoted by using modern communication media (e-mail, Internet homepage of the CEE network via the Institute for Ecological and Regional Development [Institut für ökologische Raumentwicklung – IÖR]) and by publishing a newsletter. On behalf of the former BMBau the former BfLR commissioned several institutes to organize this network and attended the process scientifically. In 1997 again a network seminar (in Bled, Slovenia) took place dealing with the topic "Towards a Spatial Development Strategy for Europe – The Role of Spatial Planning Policy for Rural Regions".

- Furthermore, since the beginning of the 90s the BBR has been carrying out Berlin seminars by promoting the scientific exchange with spatial research institutes in Central and Eastern Europe. While the first seminars in 1991 and 1992 discussed the conditions and spatial consequences of the structural changes in the Central and Eastern European regions, the seminars since 1993 concentrated to more special subjects of spatial development (e.g. in 1993: Capital regions in Europe). Based on this, the 1st Building-Regions-Discussion was staged in Berlin in 1999 dealing with the topic "Ten Years of Transformation Processes in the Middle of Europe". The 2nd Building-Regions-Discussion was held in Frankfurt (Oder) / Słubice in 2001 on "Regional Implications of the EU Enlargement". This series of "Building-Regions-Discussion" thus represents a – more open – network of spatial research institutes.

Other international activities and scientific cooperation

- In the international context the BBR has been closely involved in the HABITAT process. Thus the BBR elaborated the German National Report "Human Settlements Development and Policy" for HABITAT II. HABITAT II is a World Conference convened by the General Assembly of the United Nations on questions of human settlements held in Istanbul in 1996.
- In July 2000 the Global Conference on the Urban Future (URBAN 21) was held in Berlin which the BBR prepared and carried out on behalf of the BMVBW. Germany as host of this conference used the opportunity to present "own" contributions at URBAN 21 and thus to participate actively in the conference happenings. The BBR was intensively involved by presenting the report "Urban Development and Urban Policy in Germany".
- Furthermore, the BBR elaborated the German National Report "Towards Sustainable Human Settlements Developments" for Istanbul +5, the 25th Special Session of the General Assembly of the United Nations held in New York in 2001.

The BBR is partner of the "Network of Urban and Regional Statistics". The network aims at promoting comparative urban and regional statistics. This involves to make statistical data available for regions, counties and municipalities, for cities as well as for their urban districts and to coordinate them. Apart from the BBR, the following institutions are partners of the network: the Federal Statistical Office Germany, the statistical offices of the Länder, the Federal Labour Office and the German Association of Cities which is represented by the "KOSIS-Verbund" (Union for the Development of the Municipal Statistical

Information System) in the "Verband deutscher Städtestatistiker" (Association of German Urban Statisticians) and the "Gesellschaft Kommunalstatistik-Deutscher Städtetag (KOSTAT-DST)" (Partnership of Municipal Statistics and the German Association of Cities).

Close relations exist between the BBR and a number of international spatial research institutes, especially with the Korean Research Institute for Human Settlements (KRIHS) with regard to regional implication studies on the subject of re-unification.

Present number of staff

Business number of salaried employees in 2004 (Department I: Spatial Planning and Urban Development):

Statement of the partners average annual staff numbers and the number of management staff over the past three years	Year	Management	Junior / Senior Researchers	Junior / Senior Technicians / Administr.	TOTAL
	1999				
	2000				
	2001				
	2002				
	2003	8	26	36	70

BBR staff is capable of working in the following languages (ability grades from 1 to 5, where 5 is fluent):

Knowledge of languages, in particular the English language (writing/reading/speaking, scale 1-5, where 1=poor and 5=excellent) with regard to Unit I.3 (European Urban and Spatial Development)	Language	Persons	Level
writing/reading/speaking	English	Peter Schön	5
writing/reading/speaking		Lars Porsche	4
writing/reading/speaking		André Mueller	5

Publications and work related to the tender

See Annex 2

Information to be provided according to tender documents

(regarding sections “exclusion of tenderers”, “selection criteria” and “award criteria”)

See Annex 3

■ **Polish Academy of Science – IGSO/PL**

Stanisław Leszczycki Institute of Geography and Spatial Organization (IGSO), Polish Academy of Sciences is an independent research institute; with the status of a legal person, affiliated with the Polish Academy of Sciences, which is a governmental organization. IGSO specializes in research concerning cities and metropolitan regions in Poland and Central Europe, mechanisms of transformation, contemporary change in the rural areas, interdependence of natural and socio-economic processes and phenomena in space, demographic and ethnic processes in Central and Eastern Europe, economic and infrastructural linkages at an interregional and international scale. IGSO consists of the following research units: Spatial Development and Regional Studies, Urban and Population Studies, Geocology and Climatology, Geomorphology and Hydrology of Lowlands (in Toruń), Geomorphology and Hydrology of Mountains and Uplands (in Cracow), Cartography and GIS. Research is interdisciplinary in character. The Institute participated in EU 5-th Framework Programme and INTERREG projects, including ESPON 1.1.3 project. In 1996/1997 the Institute was Lead Partner in a major national-wide study which provided foundation for the spatial policy concept POLAND 2010 PLUS. A study updating the spatial policy document was also prepared at the Institute in 2002/2003. The latter study included an analysis of regional development strategies and their evaluation from the ESDP perspective. The Institute has 60 research staff (as of March 2004), including 8 professors, 8 associated professors, 24 research associates (with PhD degree) and 20 research and technical assistants. Fields represented are: geography, biology, economics, demography and computer science.

NAME	Stanisław Leszczycki, Institute of Geography and Spatial Organization, Polish Academy of Sciences
ADDRESS	00-818 Warsaw, 51/55 Twarda str., Poland
Director	Piotr Korcelli
LEGAL STATUS	Independent research institutes with the status of a legal person, affiliated with the Polish Academy of Sciences, which is a governmental organization
Date of founding of the research body	1953
VAT No	PL5250012188
Association register	000325854-00026
Annual turnover	2003: 8 195 744,34 PLN (4,72 Euro rate)
No. of Salaried Employees	118

Persons foreseen to participate
in the project

Piotr Korcelli

Phone: + 48-22 6978-841

E-mail: igipzpan@twarda.pan.pl

Tomasz Komornicki

Phone: + 48 22 69 78-920

E-mail: t.komorn@twarda.pan.pl

Home: 01-864 Warsaw, Kochanowskiego 29 m. 59,
phone (48 22) 6397742, mobile (48 601) 307471

CVs see Annex 1

Fields of interest

A. Spatial economic and social studies:

1. Cities and metropolitan regions in Poland and Central Europe. Mechanisms of transformation
2. Contemporary change in the rural areas
3. Demographic and ethnic processes in Central and Eastern Europe
4. Economic and infrastructural linkages at an interregional and international scale

B. Spatial environmental studies

C. Interdependence of natural and socio-economic processes and phenomena in space

D. Cartographic and GIS studies

Regular publications of the Institute include: *Geographia Polonica* (international semiannual journal, in English), *Przegląd Geograficzny* (quarterly, in Polish and English), *Prace Geograficzne* (Geographical Studies; serial; volumes in Polish and English), *Europa XXI* (serial, articles and issues in Polish or English).

The Institute organises workshops, seminars and conferences on both a national and international scale.

Present number of staff

Business number of salaried employees in 2004:

Statement of the partners average annual staff numbers and the number of management staff over the past three years	Year	Management	Researcher	Administr.	TOTAL
	1999	16	69	49	134
	2000	16	69	51	136
	2001	12	62	53	127
	2002	12	59	50	121
	2003	11	53	54	118

IGSO staff is capable of working in the following languages (ability grades from 1 to 5, where 5 is fluent):

	Understanding	Reading	Speaking	Writing
English	5	5	5	5
Polish*	5	5	5	5
German	5	5	5	5
French	5	5	5	5
Russian	5	5	5	5

* mother tongue

Publications and work related to the tender

See Annex 2

Information to be provided according to tender documents

(regarding sections “exclusion of tenderers”, “selection criteria” and “award criteria”)

See Annex 3

■ **Universitat de Lleida, Departamento de Geografica y Urbanismo
– UIA-CIMES/ES**

NAME	University of Lleida
ADDRESS	Pl. Víctor Siurana, 1 – 25003 Lleida SPAIN
Rector	Joan Viñas-Salas
LEGAL STATUS	Public body
Date of founding of the research body	1992
VAT No	
Identification No	Q-7550001-G
Annual turnover	
No. of Salaried Employees	

Persons foreseen to participate in the project	Carmen Bellet (Senior Lecturer)
	Josep Maria Llop (Associate Lecturer, Town Planning Councilor for Lleida)
	Joan Ganau (Senior Lecturer)
	Montse Guerrero (Senior Researcher)
	Josep Ramon Mòdol (Senior Researcher)
	Aaron Gutiérrez (Doctoral student)
	CVs see Annex 1

Professional formation and profile of the research group members

BELLET, C.

Qualifications:

Degree: Geography and History, University of Barcelona- Estudi General de Lleida, 1989
 Post-graduate: Post-graduate course in Urban Management, University of Barcelona, 1992
 Ph D.: Geography, University of Barcelona and University of Lleida, 1995

Academic position:

Senior Lecturer of Human Geography

LLOP, J.M^a*Qualifications:*

Degree: Architecture, specialized in Urbanism by the Escuela Técnica Superior de Arquitectura de Barcelona. 1974

Post-graduate: Territorial Organisation course at the Civil Engineering University College of Donostia- San Sebastián.

(Academic) position:

Councilor for Lleida.

GANAU, J.*Qualifications:*

Degree: Geography and History, University of Barcelona, 1988

Ph D.: Geography, University of Barcelona, 1993.

Academic position:

Senior Lecturer of Human geography

Head of the Department of Geography and Sociology at the UdL

GUERRERO, M.*Qualifications:*

Degree: Geography, University of Lleida, 1998

Master: Geographic Information Technologies, University of Barcelona, 2000

Academic position:

GIS Technician at the Cartography Lab

Member of the board of directors of the Secció Catalana de l'AESIG

Teacher and Coordinator of the post-graduate course in GIS at the University of Lleida.

MODOL J.R*Qualifications:*

Degree: Geography, University of Lleida, 1997

Academic position:

Research Support technician of the Cartography Lab

GUTIERREZ A.*Qualifications:*

Degree: Geography, University of Lleida, 2004

Academic position:

Research student

Fields of interest

The members of the research group have been involved in a number of projects and studies. We would like to mention topics of these projects that are related in some measure to the ESPON project.

- Socio-economic characteristics of the territory: diagnosis and studies on structure and demographic, economic and social dynamics, as well as their spatial impact at different levels: local, regional and national; studies on economic activity dynamics.
- Urban and territorial development: historical studies on town planning dynamics and characteristics: studies on the socio-economic and territorial effects of infrastructure installation.
- Housing and social segregation processes: building dynamics and its spatial impact: analysis of property developers: social segregation processes.
- Intervention instruments and policy for territorial vitalisation: strategic plans for small and middle-sized municipalities: vitalisation of historical centres and degraded areas: projects for commercial vitalisation: help in the edition of town and territorial planning documents.
- Development of automatic cartography and Geographic Information Systems: developing GIS as an analytical tool for research projects: GIS implementation for retail business for the monitoring and analysis of the dynamics of small municipalities: the Department offers a post-graduate course of GIS for municipal and territorial management, currently in its fifth edition.
- Historical interpretation of European integration and regional cohesion: edition and interpretation of a historical atlas about European society and economy that contributes to the grasping of the territorial dimension of different phenomena, from population density to the spread of industrialisation.
- Intermediate and middle-sized cities: the research team has a large experience in this field from the mid 80s when this topic start to play an important role in the different conferences and seminars organized by the Department, such as the *II Setmana de Estudios Urbanos sobre las Ciudades Medias en Cataluña* (1987), or the *VII Semana de Estudios Urbanos sobre Ciudades intermedias y urbanización mundial* (1998), or the research projects listed below:
 - 1989-1992: “Stages of growth and urban morphology of intermediate cities from 1939 to 1988”, funded by the Secretary of Scientific and Technical Investigation of the Ministry of Education and Science

- 2001-2003: “Intermediate cities in Spain. Location within the urban web and recent processes”, funded by the Secretary of Scientific and Technical Investigation of the Ministry of Education and Science
- Since 1996, Josep Maria Llop and Carmen Ballet are working in a research Project entitled “Intermediate cities and world town planning” which is sponsored by the Union of International Architect, UNESCO and the Town Hall of Lleida

Present number of staff

Salaried employees in 2004:

Statement of the partners average annual staff numbers and the number of management staff over the past three years	Year	Management	Researcher	Administr.	TOTAL
	1999		16	1	17
	2000		18	1	19
	2001		18	2	20
	2002		23	2	25
	2003		28	2	30

The team of the Department of Geography and Sociology (University of Lleida) is capable of working in the following languages (ability grades from 1 to 5, where 5 is fluent):

Knowledge of languages, in particular the English language (writing/reading/speaking, scale 1-5, where 1=poor and 5=excellent)	Language	Persons	Level
	Spanish	6	5
	English	2	4
	English	2	3
	English	2	2
	French	1	5
	French	2	4
	French	3	1

Publications and work related to the tender

See Annex 2

Information to be provided according to tender documents

(regarding sections “exclusion of tenderers”, “selection criteria” and “award criteria”)

See Annex 3

■ **University of Tours, Laboratoire CITERES/FR**

At the beginning of the 21st century, training engineers has become more than ever a major issue for our industrial societies and those developing.

Far beyond cycles and the economic situation of the moment, companies and the society will always need the support of engineers. Environment, new materials, information and communication technologies, biotechnology, new energies are vital for the future of our modern societies. To develop these key technologies, we more and more young people, who are fond of Sciences and techniques and who are open to the world they live in.

To meet these requirements, engineers schools “à la française”, who have in the past shown their high capacity, must now anticipate, make their pedagogical tools evolve, open internationally.

Therefore, engineers schools called écoles d’ingénieurs Polytechniques Universitaires – were created to take up the many challenges.

The concept of these engineers school is spread worldwide ; many of these institutions are prestigious: they combine scientific skills stem from research and a wide opening to the business world and technological development.

For 5 years, university towns such as Grenoble, Lille, Marseille, Montpellier, Nantes, Orléans and Tours together with the eighth one Clermont-Ferrand have created a network enabling them to increase their impact through gathering their respective experimented engineers schools.

Each school offers their students a wide choice of options, a comprehensive academic education adapted to the new engineers’ profiles.

As part of it, three sections of the University of Tours have become Departments and have federates to become l’école d’Ingénieurs Polytechnique de Tours, commonly called Polytech’Tours managed by MR. Christian Proust.

Each department has a strong experience:

le Département Aménagement, (Planning Department) comes from the former CESA founded in 1969, whose aim is to train specialists in Spatial Planning, Urban design, Environmental management and regional development. It is directed by Mr. Christophe Demazière.

le Département Informatique, (Computer Department) comes from the former E3i founded in 1991. Originally, It was first created in 1972 at the beginning of the computer era. It is directed by Mr Jean-Louis Bouquard.

le Département de Productique, (Productics Department) comes from the former EIT founded in 1985. Although a private institution, it was linked to the university of Tours until 1999 and then was fully integrated to the university and became a public institution. It trains engineers capable of integrating to their background management skills in technical, economic and human resources in the business world in order to improve its performance mostly in areas dealing with Mechanics-Productics and Electronics-Productics. It is directed by Mr. Jacques Poirot.

These three departments work hand in hand with the performing and renowned Research Laboratories of the University of Tours under the responsibility of Polytech'Tours: the computer lab., LMP (member of CNTR), mechanics and rheology lab., and the team Ville/Société/Territoire of UMR 6173 du CNRS **CITERES** (Cités, Territoires, Environnement et Sociétés).

The Engineers' school of the university of Tours (Polytech'Tours) thanks to its three departments and four research laboratories is resolutely international through its numerous.

NAME	University of Tours, Laboratoire CITERES (Université François Rabelais de Tours)	
ADDRESS	Parc Grandmont, 37 200 Tours, France Phone: +33 2 47 36 70 53, +33 2 47 36 73 20, Fax: +33 2 47 36 73 20 secrvst@univ-tours.fr, larrue@univ-tours.fr, www.univ-tours.fr	
Director		
LEGAL STATUS		
Date of founding of the research body		
VAT No		
Association register		
Annual turnover		
No. of Salaried Employees		
Persons foreseen to participate in the project	Jean-Paul Carrière	CV see Annex 1

Present number of staff

POSITION	Upper Education	Research bodies				TOTAL
		1 ^{er} (b)	2 ^e (b)	3 ^e (b)	4 ^e (b)	
Professors	11					
Lecturers	33					
Research Directors						
Researchers						
Engineers						
Technical and administrative staff	1					For info Others:
TOTAL					45	27
				Doctorate Students	42	

(a) Number of persons included newcomers at the beginning of the year

(b) Indicate the body or the partner and its qualification below

FORECASTED EVOLUTION DURING THE CONTRACT (included retirement)

The figures presented on January 1st, 2004 include the university team GEDEP that will be integrated to VST from that date on. Meanwhile other positions of MCF that were open in June 2003, were asked to be included within VST: 2 MCF in 19-20°, 1 MCF in 24th, 1 MCF in 23th and 1 MCF in 67th.

Name of the internal team (operational sub-section of the unit) (1)	Persons in charge	Themes and operations (2)	Full time staff equivalent (3) At 1/01/2004
Urban social Dynamics	B. Buron S. Denéfle	Transformation of urban space New figures of the activity Generation of new territories Temporalities, socialization and sociabilities	16 ETP lecturers/researchers 5 ETP Doctoral students 4 associates
Public and territorial policies	C. Demazière P. Melé A. Thalineau	Public policies territories New forms of territorial governance Actors Users Inhabitants	12 ETP lecturers/researchers 9 ETP Doctoral students 10 associates
Land use Planning and territorial restructurings	JP Carrière H. Baptiste	Polycentrism and territorial cohesion Standards and values in Planning Modelization and simulation of spatial dynamics	13 ETP lecturers/researchers 7 ETP Doctoral students 6 associates
Environmental and landscape dynamics	Génin J.P. Berton	Landscape and environment Dynamics of river corridors Tools and methodology	7 ETP lecturers/researchers 2 ETP Doctoral students 6 associates

Information to be provided according to tender documents

(regarding sections “exclusion of tenderers”, “selection criteria” and “award criteria”)

See Annex 3

■ **West Hungarian Research Institute, Academy of Science – HAS CRS/HU**

The Centre for Regional Studies

The Centre for Regional Studies, a multidisciplinary research institute of the Hungarian Academy of Sciences, was established in Pécs on January 1, 1984. It has a national institutional network of research units, located in Békéscsaba, Budapest, Debrecen, Győr, Kecskemét, Miskolc, Pécs, Szolnok and Székesfehérvár.

The headquarters of the Centre for Regional Studies is located in Pécs. The Centre serves as a core research institute for regional studies within the Academy as one of the leading Hungarian institutions in this field. Its main objective is to investigate regional socio-economic development and changes in the settlement network in Hungary; to evaluate the spatio-economic and spatio-social processes, to reveal their laws and regularities and to outline the tendencies of future development in order to provide theoretical foundations for regional and settlement network development and policies.

The Centre, in addition to its theoretical work, is also concerned with methodological and applied research, and undertakes fact-finding studies. Although the individual research units investigate the processes and phenomena of their own larger region in the first place, they are also concerned with national and international questions.

The multidisciplinary character of the Centre represented at the research units by geography, economics, law, history, sociology and ethnography. The principle of an interdisciplinary and multidisciplinary approach prevails both in the conceptual and methodological solution of scientific problems.

The West Hungarian Research Institute

The West Hungarian Research Institute (WHRI) was established on September 1, 1986. The institute is situated in City of Győr. Győr is the largest town in the triangle of three capital and it is in the halfway between Vienna and Budapest (130.000 inhabitants). WHRI established a subsidiary in Székesfehérvár (Central Transdanubia) on September 1, 2000.

WHRI has *contacts with the government sector* (central government organisations, regional development councils, county councils and local governments) and *non-profit organizations* (SME development agencies, Chamber of Industry and Commerce) and *private sector* (banks, insurance companies, public utilities companies). They are the main clients and sponsors of our applied research projects but also some of them are our joint partner for bidding international projects (INTERREG-PHARE CBC, ECOS-Overture, Leonardo, 5th and 6th Framework Program).

There are *international collaborations* with American, Austrian, British, German, Greek, Polish, Slovak, Spanish and Swedish research and higher education institutions. The institute and the researcher of the institute have membership in different international organization as Regional Science Assosiation (RSA), International Geographic Union (IGU), The Network of Institutes and Schools of Public Administration in Central and Eastern Europe (NISPAcee).

WHRI has been a *registered consultancy company* on regional policy and analysis, public sector management, SME development, investment promotion by *PHARE/TACIS*. WHRI bears the number *N^o C.C.R. HUN-20860* since 1996. WHRI has been a registered consultancy company for Ministry of Economy since 1996.

NAME	Centre for Regional Studies of the Hungarian Academy of Sciences – West Hungarian Research Institute	
ADDRESS	Papnövelde u. 22., 7621 Pécs, Hungary (Centre for Regional Studies of HAS) Liszt F. u. 10., 9200 Győr, Hungary (West Hungarian Research Institute)	
General Director	Dr. Gyula Horváth	
LEGAL STATUS	Budgetary Institute	
Date of founding of the research body	01.01.1984 (Centre for Regional Studies of HAS) 01.09.1986 (West Hungarian Research Institute)	
VAT No	15300636-2-02	
Association register	–	
Annual turnover	HUF 680.0 million (Centre for Regional Studies of HAS) HUF 115.6 million (West Hungarian Research Institute)	
No. of Salaried Employees	109 persons (Centre for Regional Studies of HAS) 20 persons (West Hungarian Research Institute)	
Persons foreseen to participate in the project	Dr. Mihály Lados	CV see Annex 1

Fields of interest

Our research focuses on the spatial aspects of innovations and the local and regional economic development and the policy implications of these studies. In this respect we are dealing with:

- *the diffusion of the factors of innovations* (products, activity, organisations, etc.);
- *the process of modernisation across the settlement network* (innovation potential of the city level, local and regional market and SME development, regional analysis of privatization and foreign investments);

- *complex study of micro regions* (development studies and strategies);
- *region analysis* (the development process of larger regions, regional and innovation strategic planning of regions);
- *crossborder socio-economic co-operations* (the establishment an innovation-oriented collaboration in the Austrian-Slovak-Hungarian and the Austrian-Slovenian-Hungarian border areas, organisational issues /e.g. Euregions/);
- *the study of Central and Eastern European integrations* (the new dimensions of Alps-Adriatic Community, the regional impacts of Pentagonale, the study of the Danube Space countries);
- *the study of information society* (level of information and communication technology, access of inhabitants, strategy development)
- *the study of the government sector* (local government finance and local economic development, changes of structure and institution system of public administration, changes in public services delivery, property management of local government, project integration of local governments in small regions).

Present number of staff

Business number of salaried employees in the last three years:

Statement of the partners average annual staff numbers and the number of management staff over the past three years	Year	Management	Researcher	Administrative	TOTAL
	2002				
	– CRS	16	44	46	106
	– WHRI	3	11	6	20
	2003				
	– CRS	16	45	46	107
	– WHRI	3	11	6	20
	2004				
	– CRS	16	47	46	109
	– WHRI	3	11	6	20

WHRI (CRS HAS) staff is capable of working in the following languages (ability grades from 1 to 5, where 5 is fluent):

Knowledge of languages, in particular the English language (writing/reading/speaking, scale 1-5, where 1=poor and 5=excellent)	Language	Persons	Level
	English	3	5
	English	10	4
	English	4	3
	German	3	5
	German	2	4
	German	3	3
	French	1	5
	French	2	4
	Russian	1	4
	Russian	1	3
	Spanish	1	4

Publications and work related to the tender

See Annex 2

Information to be provided according to tender documents

(regarding sections “exclusion of tenderers”, “selection criteria” and “award criteria”)

See Annex 3

3. Organisation

The partnership tendering for this project comprises to research institutes from 8 different countries and both from the private and the public sector.

		country	focus of orientation	ESPON exp.
C	ÖIR	AT	spatial development	✓
C	Nordregio	SE	spatial development	✓
C	Nomisma	IT	regional economics	–
M	BBR	DE	spatial analysis	NCP
M	IGSO	PL	geography	✓
M	UIA-CIMES	ES	geography, sociology	–
M	CITERES	FR	cities, territories	–
M	HAS CRS	HU	spatial development	✓

C ... core partner
M ... TPG Member

The spatial distribution of the partners and the combination of economics and spatial development have been the main criteria for the selection of the partners. Furthermore it was intentional to mix partners with considerable ESPON experience with institution, that are new to the programme.

The partnership is organized around a core group of 4 institutes (ÖIR, EPRC, Nordregio, RWI), who share the responsibility for individual work packages. Together with the other six partners, who will provide case studies, the research issues, the approach and the results/findings are discussed within workshops and seminars held by the transnational project group (TPG) internally and/or the Espon CU.

For more details on the co-ordination of the work see work package 5 in the next section.

II. THE RESEARCH PROJECT

1. The Work Programme

The ESPON 1.4.1. project aims at an improvement of the knowledge about the role of small and medium sized towns (SMESTOs) in spatial development. This comprises in our understanding of the Terms of Reference

- the definition of small and medium sized towns
- analysing their role in spatial development differentiated according to their geographical context, their economic performance, their function and size or accessibility or specialisation in a certain sector
- finding typologies of the regions regarding small and medium sized towns on the NUTS 3 or 2 level
- analysing the specific potentials and challenges of small and medium sized towns

With this scope of tasks the study shows strong conformity with the “future guidelines” for European cities mentioned already in the “Pathways of urban development in the European Union” published in 1997 (EU – Commission COMM(97)197final). This communication paper mentioned the requirement for the Commission to play a role in providing support for urban development as EU policies show direct effects on the quality of living and development in cities and towns. This support lies amongst other in the procurement of information about the role and functions of cities as asked for within this project.

It is clear from the description in the ToR, that although there is a rich base of information already compiled in the ESPON projects, this project will have an introductory character in many respects. Particularly the statistical and other empirical evidence about SMESTOs and their regions is yet little investigated and mainly restricted to regional and national level. A study on European SMESTOs to our knowledge has not been attempted so far.

1.1 Work Package (WP) 1: Identifying European Small- and Medium-sized Towns (SMESTOs)

Responsible Partner: **Nordregio**

Resources foreseen: 39 person days

Objectives:

- to get an overview of the definitions used for SMESTO
- to get a first impression on the number of towns involved, and
- to identify the issues to be tackled in order to arrive at coherent and policy-relevant definitions for SMESTO on a European level

Results to be expected:

- comparative review of literature on European and national level
- collection of and comparison of lists of SMESTOs

1.1.1 Review of Small and medium Sized Town definition across ESPON space (task 1.1)

Recent analyses of European cities illustrate two dominant comparative approaches of cities in Europe:

- Rozenblat and Cicille's study entitled *European cities – a comparative analysis*¹ published by DATAR in 2003, favours an approach based on urban agglomerations. In this perspective, cities are delimited as continuous settlement areas reaching a certain demographic mass.
- ESPON study 1.1.1., entitled *Potentials for polycentric development in Europe*, and published by a research consortium lead by Nordregio, illustrates an approach based on urban regions, also referred to as “functional urban areas” (FUAs). In this perspective, functional criteria, (e.g. travel to work areas), are used to delimit each city.

Rozenblat and Cicille quite rightly point to the difficulty of delimiting these functional areas. ESPON 1.1.1. has to some extent shown that these problems can be overcome, by using the concept of “Potential Strategic Urban Horizons” (PUSH). These PUSH correspond to

¹ CELINE ROZENBLAT, PATRICIA CICILLE (2003) *Les villes européennes – analyse comparative*, Délégation à l'aménagement du territoire et à l'action régionale (DATAR), ISBN: 2-11-005362-3.

overlapping areas where neighbouring cities could potentially develop their functional area, based on time-distances covered by most inhabitants in their daily life. Considering these overlapping areas, rather than traditional mutually exclusive labour market areas, one avoids many of the delimitation problems, and creates a more realistic picture of how urban nodes relate to each other in terms of territorial governance.

Whether one considers functional areas or agglomerations, one however always first needs to identify which central nodes one should depart from. When looking at large European cities, the identification of these nodes is relatively unproblematic. Indeed, both the agglomeration and the functional area will meet the selection criteria (e.g. demographic mass), except for a few intermediary nodes. Determining whether a city should or should not be taken into account is therefore a marginal issue, compared to the delimitation of its area.

The situation is quite different with regards to Small and Medium Sized Towns (SMESTOs). Indeed, identifying which nodes should be considered is in this case the core issue; the approach taken in terms of delimitation will determine which nodes are taken into account to a much greater degree than in the case of larger cities, as one is dealing with much larger numbers of nodes, with relatively closer population figures. The review of definitions used across ESPON Space is consequently of considerable importance for any further analysis.

A priori, we may consider that three statistical approaches prevail in Europe:

- A morphological approach, each SMESTO corresponding to a settlement area,
- A functional approach, each SMESTO corresponding to an integrated zone in terms of social and/or economic activity,
- An administrative approach, each SEMSTO corresponding to an area defined as urban, as a result of predetermined quantitative criteria (e.g. a population threshold, a prevailing type of economic activity) or of a political process (statutory rights of the commune).

These three approaches may co-exist in each country. The first task of WP1 will be to review the prevailing approaches, and to describe how and to what end they are being applied. In each country, WP1 will determine whether a list of SMESTOs, defined according to relevant national criteria, is available.

1.1.2 Data availability at the scale of SMESTOs (task 1.2)

For a future quantitative study to be possible, these general recommendations outlining the ideal approach of defining SMESTOs will be developed (see task 5.2). In order to assess the viability of such an approach we will inquire the situation in terms of data in terms of territorial governance and policy relevance, may need to be adapted to the situation in terms of data availability.

The second part of WP1 will therefore focus on data availability, listing basic indicators which can be obtained at the level of SMESTOs in each country. These indicators would include among others:

- Administrative status,
- SMESTO population (most recent available),
- SMESTO population (10 years before most recent available),
- Total employment,
- Employment in Services, Manufacturing and Primary activities,
- Unemployment.
- Endowment with public amenities,

When carrying out these data availability review, it will be kept in mind that a main parameter in the analysis of SMESTOs concerns their territorial context. The access to service provision facilities of major cities, infrastructure (such as airports, hospitals, universities), markets will in most cases reveal more about their development potentials and challenges of SMESTOs than their internal structure. Methodologies such as the previously mentioned “PUSH-approach” could therefore be very relevant for a future quantitative analysis of SMESTOs.

Finally, positioning the SMESTOs geographically will pose a major challenge, considering their large number. It will therefore be important to check whether digital maps in GIS-format indicating the position of each SMESTO is available. While some countries may possess maps indicating the area of each SMESTO, others will only have digital information about its central point. Settlement area maps can also be costly in some countries – information about the cost of these digital maps will be collected insofar as it is available.

1.2 Workpackage 2: Analyses of the Roles and Functions of SMESTOs

Responsible Partner: **OIR**

Resources foreseen: 38 persondays

Objectives of WP 2:

- systematic description of the functions and roles of SMESTOs in Europe
- assessment of the potentials of SMESTOs in view of attainment of European Spatial Development goals
- assessment of the challenges faced by SMESTOs

1.2.1 Scope of functions of SMESTOs (task 2.1)

It will be one of the most striking results of WP 1 to see how widespread the notion of SMESTO is perceived within Europe, mainly depending on geographic and institutional factors of the individual member state. As has been pointed out earlier most of the academic and policy literature on urban development and on the relation between urban cores, urban agglomerations and the non-urban, i.e. rural areas is concentrated on the major cities².

We first have to distinguish the SMESTOs, the subject matter of this project, as a group and individually from the metropolises (no matter how small these may be on a global scale). A differentiation which cannot only rely on numbers (of inhabitants or else) alone but has to take into account the different functions of metropolises and SMESTOs on the one hand side and between the SMESTOs on the other hand.

Kunzmann and Wegener (1991)³ provide a functional typology scheme for European city systems, which is based on a general problem orientation and which could guide this initial differentiation,:

- Metropolitan areas ('global cities')
- Growing high-tech-cities
- Shrinking industrial towns
- Harbour cities

² EURICUR (European Institute for Comparative Urban Research) (2004) National Urban Policies in the European Union, Erasmus University Rotterdam, ESPON

³ Kunzmann, K.R. and Wegener, M. (1991): The Pattern of Urbanisation in Western Europe 1960-1990.

- Growing cities without modernisation
- ‘Company Towns’
- ‘New Towns’
- Monofunctional satellite cities
- Small Cities/ rural centres
- Tourism and leisure cities
- Border and transit towns

Even more the findings from ESPON 1.1.1, especially the MEGA’s as a group of cities complementary to SMESTOs could serve as a starting point, subsuming that MEGAs per definition and in the real world are functionally complete, whereas SMESTOs tend to be specialized on, or dominated by, one or a few functions within the wide range available.

The literature survey on the “non-MEGA” urban system in Europe which is the content of this task will also serve as a main input to the WP 3 (typology) but first of all feed the description of the major roles of SMESTOs with (analytical, historic and geographic) evidence within the following two tasks.

1.2.2 Socio-demographic roles (task 2.2)

Within this task the role of SMESTOs with respect to their dynamics in terms of population is analysed by drawing on policy oriented and academic literature. The issues relate to the population decline in many SMESTOs and to their function as population growth poles in a number of other cases stand in the center of this task. Also the repercussions of aging and other changes in the structure of the urban population will be elaborated.

Besides the role of providing (sub-urban?) living space of generally high quality and besides forming obstacles to an ever faster decline of some smaller towns the SMESTOs play quite different roles along the continuum from centre to periphery.

Population changes – positive or negative – within the SMESTOs are cause and effect of the new spatial (re)organisation of many public sector activities, of provision of public amenities and other centrally provided services. This is mainly due to technological changes referring to Information Society and to transport, but also reflects the necessity for many SMESTOs to react to declining efficiency of service provision caused by population decline and to limitations in their financing power.

The balance between enhanced inertia in some places and circumstances and the increased mobility of urban population in others has yet to be found – at least in theory.

1.2.3 Economic roles (task 2.3)

Economic spatial theory identifies the following economic benefits and drawbacks of cities (according to Glaeser⁴):

Agglomerating forces

On the one hand the following economic aspects which foster the growth and sheer existence of cities could be identified:

Reduction of transaction costs, which leads to higher local productivity levels, wage premiums and a more active social environment.

The advantage derived from this agglomerating forces turns out in two basic ways:

- Increasing returns due to the reduction of transport costs
- Higher division of labour (local specialisation)

Another relative advantage of cities could be identified in the informational spillovers – basically meaning the positive externality arising from spatial proximity in respect of distribution and exchange of knowledge.

Congesting forces

On the other hand Glaeser and others⁵ identify also major drawbacks or congesting forces which counterbalance the above mentioned advantages:

- The cost of living and commuting
- Pollution costs
- Crime and urban anonymity
- Segregation and social differential selection within the urban areas

⁴ Glaeser E. (1998): Are Cities dying?; in ??? (ed.): Urban Planning and Management; Edward Elgar; Cheltenham

⁵ Camagni R., Capello R., Nijkamp P. (1997): The Co-Evolutionary City; International Journal of Urban Sciences; pp. 32-46

Basically these two forces balance the developments and sprawling of cities in a sense that has produced life cycle models⁶ of city development (i.e. urbanisation, de-urbanisation and re-urbanisation)

The new development of the **sustainable city**⁷ **movement** tries to put these forces into the context of city size and urban development thresholds which makes them relevant for the research question at hand. Basically they build a correlation between city size and its sustainability. In other words it is assumed that there has to be an optimal city size where the above mentioned agglomerating forces counterbalance the congesting forces in such a way that a general long term equilibrium could be achieved. Empirical observations suggest that this “optimal size” will be found within the range of SMESTOs.

The range of performance differences among the SMESTOs, the degree of specialization in the spatial division of labor and contemporary “Central Place” theory will come into focus of this task.

1.2.4 Specific potentials and challenges for SMESTOs (task 2.4)

In a concluding step of the survey this task identifies the potentials and challenges of SMESTOs in the future spatial development of Europe. This comprises economic and demographic function but also has to take into account institutional aspects.

Kearns⁸ and Keating et al.⁹ discuss local governance approaches which involve a transfer of power away from elected local authorities towards other organisations. This offers a new dimension in the city typology discussion namely new modes of regulation in space. This implies the rise of new territorial frameworks for action on the local and regional level. Self-organising processes include new patterns of partnerships which imply new spatial models.

The governance aspect has to be seen as a particular potential of SMESTOs allowing them to be closer to the citizen and more flexible to react on the citizens needs.

⁶ see Van den Berg L., Burns L.S., Klaassen L.H. (1987): *Spatial Cycles*; Aldershot; Gower
⁷ see e.g. Capello R., Nijkamp P., Pepping G. (1999): *Sustainable Cities and Energy Policies*; Springer; Berlin, Heidelberg
⁸ Kearns A. (1995): *Active Citizenship and Local Governance: Political and Geographical Dimensions*; *Political Geography*: Vol. 14 No.2; pp. 155-175
⁹ Keating M., Loughlin J., Deshouwer K. (2003): *Culture, Institutions and Economic Development. A Study of Eight European Regions*; Edward Elgar, Cheltenham

1.3 Workpackage 3: Typologies of Small and Medium-sized Towns and their Respective Regions

Responsible Partner: **Nomisma**

Resources foreseen: 35 persondays

Objectives of WP 3:

- to define the criteria and indicators to be used for a uniform definition of SMESTO on European level
- to develop a typology of regions for the ESPON space with respect to SMESTOs
- to elaborate proposals for empirical testing of the typologies

1.3.1 Typologies for SMESTOs on European Level

Taking the findings of WP1 and WP2 as starting points the identification of appropriate typologies of SMESTOs is based on three main elements:

- **A multi-disciplinary approach** able to capture the different hard and soft factors in play that define the role and the dynamics of SMETOS: spatial, economic, social, demographic, cultural and geographic.
- **A well integrated approach** that identifies the linkages, complementarities and dynamics of SMESTOs both reflecting the different aspects (geo-physical/ socio-economic / functional\ etc..) and their different role within the spatial dynamics (local / regional / national/ European)
- **A multi-sourcing approach** that will be based on theoretical analysis as well as evidence documented in task 1.2. (data availability) and also from the case-studies (see WP 4).

At a first level of analysis the functions of a SMESTO and its functional linkages to other towns or cities will form the focus of this task

- Spatial analysis of the functional linkages existing between SMESTOs and their territories: urban density, flows between them, function in respect to housing, service supply, labour market centre, economic base, etc.
- Existence or not of major cities within their territory and functions: SMESTOs surrounding large urban agglomerations and consequently forming a hierarchy of SMESTOs vis-à-vis the core of the agglomeration.
- The functions and the relations between rural areas and SMESTOs.

This can draw to some extent on the results of ESPON 1.1.2 which under a different heading has proposed a number of regional typologies with regards to the urban rural divide.

The various types of indicators to be used in this analysis will include

- Geo-physical and location aspects
(peripherality, remoteness, difficult accessibility, e.g. in the case of islands, enclaves, mountains regions, etc.; distance from major centres)
- **Economic and Social characteristics**
 - Specialisations on production/service provision and/or degree of diversification: Industrial centres and services provision
 - Linkages (goods and services flows) between the SMESTO and the Regional/ National /European economic centres/countries.
 - Employment characteristics and unemployment concentration all over the territory and relations with the SMESTO.
 - Small and Medium Enterprises (SMEs) and their development at regional/ local level with respect to the SMESTO; existence or not of SMEs clusters and their contribution to the wealth of the region
- **Demographic trends**
 - Rise or decline of the population
 - Mobility within the SMESTO and in relation to areas and centres outside
 - Migration contribution (in and out) and its implications on provision of public services provisions and on employment in the SMESTOs
- **Infrastructures Development**
 - Public transport (road/train) and availability of rapid linkages between the large cities and the small and medium-sized towns and among the small and medium-sized town themselves
 - Internet access and number of users at regional/local small and medium-sized towns level
 - Social urban infrastructures and quality of life in the regions/small and medium-sized towns

The analysis of the existing typologies and conceptions related to the role and types of SMESTOs in their own regions in the various members states, including the new members, will represent the departure to identify some of the fundamental specificities due to country historical and urban policy evolutions and characteristics.

1.3.2 Typologies of regions regarding SMESTOs

Diverse types of criteria will be apply for the identification of the territory where SMESTOs are located, mainly on NUTS 3 and NUTS 2 levels, in order to capture the complexity of the factors in play and their wide diversity.

A first issue is to which extend the existing typologies used by individual member states can be completed and revised for gaining a more general and well based methodology for the whole ESPON space, encompassing all the diverse empirical situations as outlined in task 3.1.

Taking the polycentricity and the stages of economic development as main factors a tentative typology as follows will emerge:

- **Integrated polycentric system with dense SMESTOs:** active and positive SMESTO network and good competitive capacity (high quality growth factors)
- **Regions in decline:** weak and dispersed SMESTOs and lack of active functional relations, due to various phenomena (isolation / dispersion/ negative impact of declining activities /lack of diversification etc..)
- **Regions in decline but in the process of restructuring** and expected some good positive outcome in the long run (existing potential): in particular in the regions/countries under deep restructuring (new Member States)
- **Regions with good potential development:** positive trends in SM towns and sustained rate of economic and demographic growth.
- **Regions with good potential related to a large urban metropole (MEGAs):** positive hierarchy between large city with SMESTOs acting as balance to the former.

Any such typology has to be cross-checked with the proposals made in earlier ESPON studies with typologies as a main result, these are especially 1.1.1, 1.1.2, 1.1.4, 1.2.1, 2.1.3, 2.2.2, 3.1. Secondly the findings from task 1.2 – data availability – have to be taken into account when designing typologies that eventually will have to be empirically underpinned.

1.4 Workpackage 4: Case Studies on European SMESTOs

Responsible Partner: **ÖIR**

Resources foreseen: 30 person days

Objectives of WP 4:

- to deepen the insight in the potentials and challenges for SMESTOs in the ESPON space
- to test the feasibility of proposed typologies and definitions
- to enrich the abstract analyses with vivid images of concrete towns and their regions

1.4.1 Selection of Case Study Towns and Regions (task 4.1)

The case studies will be performed by each of the 8 partners, in order to capture a widespread variety of regional cases and also to be able to cover a great variety of European languages and – connected to this – of different historic and cultural background, though off course no full coverage can be provided.

The location of the partner therefore provides one of main selection criteria, the other being the availability of regional monographs and data on the topic.

Presently the case study regions proposed are as given in the table below, but certainly there should be a consensus reached with the ESPON CU.

Country of Partner	SMESTO-Region proposed	NUTS-Level
AT	Salzburg (Land)	II
DE	Upper-Bavaria	II
ES	Lleida	III
FR	Rural Atlantic	–
HU	West-Hungarian Region	II
IT	Emilia-Romagna	I
PL	to be decided	
SE	to be decided	

1.4.2 Methodology for Case Studies (task 4.2)

The case studies will differ considerably in content and scope depending on the material available for the selected regions and the particular situation in respect to SMESTOs. All the more one needs to develop a sort of template or grid which can guide the description and allow a thematic oriented comparison of the individual cases.

This template will have three sections:

- descriptive section
- analytical section and
- policy section

In the first part such items as

- morphology
- (poly)centricity of the region
- historic and recent development
- geographic position
- accessibility
- economic structure and dynamics
- etc.

will be reported by verbal categories and numbers; taking into account the region(s) as an entity, the relations within the region and in particular to the SMESTOs in the regions, and the relation of the SMESTOs and their region to the outside world.

The case studies will try to find evidence on the positive or negative influence of the particular situation concerning SMESTOs on economic performance and on regional development in general. Which SMESTO or which network/group of SMESTOs influences the regional performance in which way? For this purpose the analytical part of the template will ask for assessment of the quality and quantity of the contribution of each SMESTOs to the region's performance.

Furthermore, the categories and definitions elaborated in WP1 and WP3 will be tested by applying them, available data allowing, to the individual case.

The policy part will address

- a) the governance aspect
 - main actors and
 - dominant area of action and influence –
 - institutional setting and co-operation

and also

- b) the aspects of prevailing challenges and options of development on the level of the individual SMESTO within the region and on the regional level

1.4.3 Conducting Case Studies

Each of the partners will conduct one case study, which will have to commence in the 4th quarter of this year. The case studies will follow three steps:

- Provision of data (including maps) and literature sources about the selected region and the selected SMESTOs (regional and national level)
- Reviewing of this material (in a free format)
- Reporting according to the template developed in task 4.2

The results of each individual case study (review and filled-in template) will be provided as inputs to the ongoing WP 2 (Analyses of roles) and WP 3 (Typologies) but above all in the Conclusions and Recommendations (WP 5)

1.5 Workpackage 5: Conclusions and Recommendations

Responsible Partner: **Nordregio**

Resources foreseen: 10 person days

Objectives of WP 5:

- to draw conclusions from all steps of research (WP1 to WP 4)
- to summarize the evidence found with respect to empirical testing of selected approaches
- to produce concrete recommendations concerning the best approach of defining and categorizing SMESTOs on the European level
- to formulate a coherent set of issues in terms of policy-making and in terms of analysis for a future European quantitative study.

1.5.1 Further Research Needs

The scope of this project does not allow for a comprehensive and exhaustive study on SMESTOs. Particularly the possibilities for quantitative testing and description of the phenomena analyzed within the workpackages is very limited.

The TPG will present a research concept to close the gap between

- a) the discussed hypotheses on the roles and functions of SMESTOs and the quantitative evidence related to them
- b) the multitude of national definitions (lists), the proposed definition of European SMESTOs and the actual denomination and geo-coding of these European SMESTOs, and
- c) to test the typologies proposed for the whole ESPON space

A number of issues which have emerged as important and little investigated will be proposed for further research. Among those could be

- the relationship between individual and groups of SMESTOs situated in different regions,
- the relationships between the node of a SMESTO and its hinterland in terms of governance and co-operation
- detailed analyses of the challenges particular types of SMESTOs are facing
- etc.

The research concept and the additional proposals will be presented in a form that it can serve as a basis of terms of reference for future ESPON projects.

1.5.2 Policy recommendations

Given that this project is the first European level investigation into the matter and that its scope is rather limited one should be cautious with possibly pre-mature policy recommendation – except for the field of additional information gathering and research.

Nevertheless the TPG will recommend a first rough framework for policies oriented towards SMESTOs and list some of the most pressing areas of need for action as perceived by the literature reviews and the case studies.

The framework will identify simultaneously

- the policy areas affecting considerably (many kinds of) SMESTOs, e.g. population decline, migration, public transport, infrastructure etc.
- the level of policy which is addressing and/or which should address the issue (local, multi-local, regional, ...European),

thus giving a first overview of the options for policy makers.

1.6 Workpackage 6: Project Management, Reporting and Communication

Responsible Partner: **ÖIR**

Resources foreseen: 24 person days

Objectives of task:

- Organisation, implementation and control of project management

Results to be expected

- Smooth working flow between the partners
- Delivery of co-ordinated content and timely reports
- High level quality of project outputs and results

1.6.1 Project Management and Communication within the TWG (task 6.1)

ÖIR will act as study co-ordinator and perform the work in close co-operation with the other project partners, especially with the individual work package leaders. The Lead Partner will activate consultation and validation mechanisms between the project partners and other relevant actors. The overall team management will be guided by Peter Schneidewind, director of ÖIR.

In order to guarantee a smooth working flow and co-ordination of the project, a kick-off meeting for the core team and one project team meeting will provide an opportunity to discuss content and co-ordinate and organise further work. The kick off meeting for the core team aims to start research activities and co-ordinate the work for the Interim Report. Furthermore the Lead Partner will take the role to clarify responsibilities of the individual partners in advance and co-ordinate organisation and collection of data, dissemination of information and also give feedback.

Table 1 gives an overview of the responsibilities of each partner in the respective task, as it is foreseen presently. The envisaged timetable for the whole project duration and all tasks are depicted in table 2.

Project management includes also the organisation of the whole financial reporting obligations twice a year – to instruct project partners and to deliver the necessary information to the Co-ordination Unit on time. The Lead Partner is also in the role to clarify questions and problem related to financial reports with the individual partners or the Co-ordination Unit.

Communication within the TPG will be largely electronically, via a common project-server the documents and other information will be permanently accessible for all TPG members. Thus e-mail sending and administration of draft version can be kept to a minimum.

Table 1: **Division of labour**

task	1 ÖIR	2 Nordregio	3 Nomisma	4 BBR	5 UIA-CIMES	6 HAS-CRS	7 IGSO	8
Identifying European SMESTOs								
1.1	Definitions	C	R	C	C	C	C	C
1.2	Data availability	C	R					
Analyses of the Roles of SMESTOs								
2.1	Scope of functions	R	C	C				
2.2	Socio-demographic roles	R	C	C				
2.3	Economic roles	R		C				
2.4	Specific potentials and challenges	R						
Typologies								
3.1	Typologies of SMESTOs	C		R				
3.2	Typologies of regions regarding SMESTOs	C		R				
Case Studies								
4.1	Selection of Cases Study Towns	R	C	C	C	C	C	C
4.2	Methodology for Case Studies	R						
4.3	Conducting Case Studies	R	C	C	C	C	C	C
Conclusions and Recommendations								
5.1	Further Research Needs	C	R	C				
5.2	Policy recommendations	C	R	C				
PM, Reporting and Communication								
6.1	PM +TWG Communication	R	C	C	C	C	C	C
6.2	ESPON Networking	R	C	C	C	C	C	C
6.3	Reporting	R	C	C		C		

R ... Responsible Partner

C ... Contributing Partner

Table 2: **Timetable**

Project Months		03-05			06-05			09-05			12-05			03-06		05-06	06-06
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
task																	
	Identifying European SMESTOs																
1.1	Definitions																
1.2	Data Availability																
	Analysis of the Roles																
2.1	Scope of functions																
2.2	socio-demographic roles																
2.3	economic roles																
2.4	specific potential and challenges																
	Typologies																
3.1	Typologies of SMESTOs																
3.2	Typologies of regions																
	Case Studies																
4.1	Selection of Case Study Towns																
4.2	Methodology																
4.3	Conducting Case Studies																
	Conclusion and Recommendations																
5.1	Further Research Needs																
5.2	Tentative Policy recommendations																
	PM, Reporting and Communication																
6.1	PM +TWG Communication	K.O					1.PR						2.PR				3. PR
6.2	ESPON Networking																
6.3	Reporting							1. IR								FR	

K.O ... kick off meeting, PR ... progress report (financial report), IR ... interim report, FR ... final report

1.6.2 Communication and Networking within ESPON (task 6.2)

The TPG of this project will participate in the ESPON seminars held twice a year and will assist to prepare content for these seminars. At these seminars the progress of the project will be presented. The TPG will establish direct contacts with other ESPON projects of high relevance for the themes of this project in order to make efficient use of already existing knowledge. Other institutions and organisations dealing with interesting relevant studies will also be contacted.

The Lead Partner of the TPG is also in charge of disseminating feed-back from the Monitoring Committee and Co-ordination Unit to the other project partners and will take over a mediation function if problems occur or consensus is needed.

1.6.3 Reporting

According to the Terms of References ESPON 1.4.1 the TPG will deliver one Interim Report and one Final Report during the project. These reports will be designed and drafted as integrated papers on the findings from the other five work packages and will reflect the joint knowledge of the whole TPG.

Derived from the logic of project, the given time frame and from expectations in the ToR the two reports will cover at least the following topics:

Interim Report

- Presentation of the scope of the project and detailed work plan
- First results of the investigation into the data situation concerning SMESTOs (geographic, socio-demographic, economic, institutional)
- Review of definitions and development of definition of small and medium sized towns, applied in the ESPON area
- First analysis of the role of small and medium sized towns differentiated regarding different types of towns and different territorial contexts
- Final selection of case study regions and draft of reporting template

Final Report

- Final analysis of the role of SMESTOs differentiated regarding different types of towns and different territorial contexts
- Typologies of regions regarding predominant types of small and medium sized towns
- Synthesis report of the case studies

- Analysis of potentials and challenges of SMESTOs
- Tentative policy recommendations for supporting SMESTOs
- Proposals for further European research with focus on future ESPON projects in the field of small and medium sized towns