

Stakeholder group meeting

Semester 6

PP 6/ PP 11

Aufbauwerk Region Leipzig GmbH



Free State of Saxony

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1. Invitation and Agenda

1.1. Invitation



Inès Devolder

Andrea Fallmann; Cornelia Kreymann; friedemann.goerl@leipzig.de; Silvana Rückert ▾

Jour Fix DEMO-EC/MOVECIT // 01.03.2019

Hallo zusammen,

gern möchte ich Ihnen nochmal an unserem anstehenden Termin/Jour Fixe für die Projekte MOVECIT und DEMO-EC erinnern, und zwar

am **Montag, 04.03.2019 vom 11:00 Uhr bis 13:00 Uhr** im Aufbauwerk.

Bitte geben Sie mir bis zum **01.03.2019** Ihre TOPs für die Tagesordnung.

Mit freundlichen Grüßen

Inès Devolder

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Geschäftsführung: Silvana Rückert

1.2. Agenda

- TOP1: Pilot Investment
 - Fahrräder und Offizielle Übergabe
 - Monitoing – Data
- TOP2: Partner meeting Budapest 13.05-14.05.2019
 - Agenda
 - Teilnehmer
 - Success Story Mobilitätsparcour – Titel
- TOP3: To-dos
 - Letter of Commitment
 - Fragenbogen Arbeitnehmer Stadt Leipzig – Mitte April bis Anfang Mai 2019

2.Minutes

The stakeholder meeting with the Members of the City of Leipzig was held on 4th of March 2019 in the offices of the Aufbauwerk Region Leipzig GmbH, Otto-Schill-Str.1, 04109 Leipzig. The meeting was from 11:00 to 12:30.

2.1. Pilot Investment

An appointment for the official handover of the bikes will be set for this week. During the handover pictures will be made for the documentation of the investment. Pictures of the Parkhouse, bikes, fleet and booking management are needed – D.T3.3.7.

- ➔ Mr Goerl will set the date and inform the Aufbauwerk about it.
- ➔ Ms Devolder will take the pictures during the handover.

The topic “monitoring” has been discussed. Ms Rückert and Ms Devolder explained the expectations concerning the monitoring in scope of the deliverable D.T3.3.7. and the output factsheet.

Possible indicators – use of the GPS:

- Number of bookings
- Number of kilometres per trip
- Route and distance
- Average time per trip
- Reduce of CO2 emission

The indicators have to be measurable and have to be further defined.

- ➔ Mr Goerl will define the indicators and monitor the data until the end of May 2019.

2.2. Partner meeting Budapest

The next partner meeting/final conference will be in Budapest from the 13th of May until the 14th of May 2019. The first day, 13.05.2019, will concern the administrative topics of the MOVECIT project. On the second day, 14.05.2019, the final conference will be organised.

Mr Goerl and Mr Grötsch will participated in the final conference. Further participants will be communicated. Ms Devolder from the Aufbauwerk will participate on both days.

All stakeholders have been informed that the “Mobilitätsparcour”/ Mobility Parcours will be presented during the final conference in Budapest. Mr Grötsch will prepare and held this presentation.

Title for the presentation will be the same of the handbook for trainers: “Training Manual for Mobility Parcour”.

The presentation will be based on the handbook for trainers. The handbook will be distributed during the final conference in Budapest.

In scope of the distribution of the handbook – trainings manual – among the project partners and within the administration of the City of Leipzig an additional workshop will be organised. The date isn’t fixed yet, but it will take place during the first week of April 2019.

- ➔ Mr Grötsch will invite the participants for this additional workshop.
- ➔ Mr Grötsch will contact Mr Heinemann to set a date.

→ A press release about this workshop will be written.

2.3. To-dos

- Letter of commitment isn't signed yet – D.T3.2.24.
- The Aufbauwerk will send the draft to Mr Heinemann, who will make his remarks. Afterwards, a German version will be prepared and will be sent in for approval.
- Travel survey – D.T3.1.3
- The Aufbauwerk will take charge of the translation and send it to Mr Goerl.
- Mr Goerl will distribute the questionnaire among the employees of the City of Leipzig.

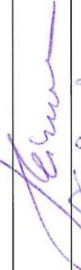


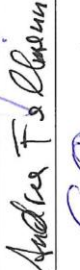

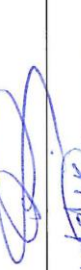


2.4. Finances

The financial status of the MOVECIT project has been discussed. Ms Rückert clarified the actual status of the finances.

3. List of participants



MOVECIT, Teilnehmerliste
 04.03.2019, 11:00 Uhr im Aufbauwerk Region Leipzig GmbH

Name, Vorname	Institution	Unterschrift
Heinemann, Torben	VTA, Bau. Gen. Planung	
Giese, Friedemann	VTA 66.13 FW	
GREHMANN, CORNELIA	VTA, 66.10	
FALCHMANN, ANDREA	VTA, 66.10	
OHMELN, CAROLINE	VTA 66.14	
GRÖTSCH CHRISTIAN	Contact	
DEVOLDER, INÈS	AUFBAUWERK REGION LEIPZIG	
Reichelt, Silvana	Aufbauwerk	

4. Pictures

