

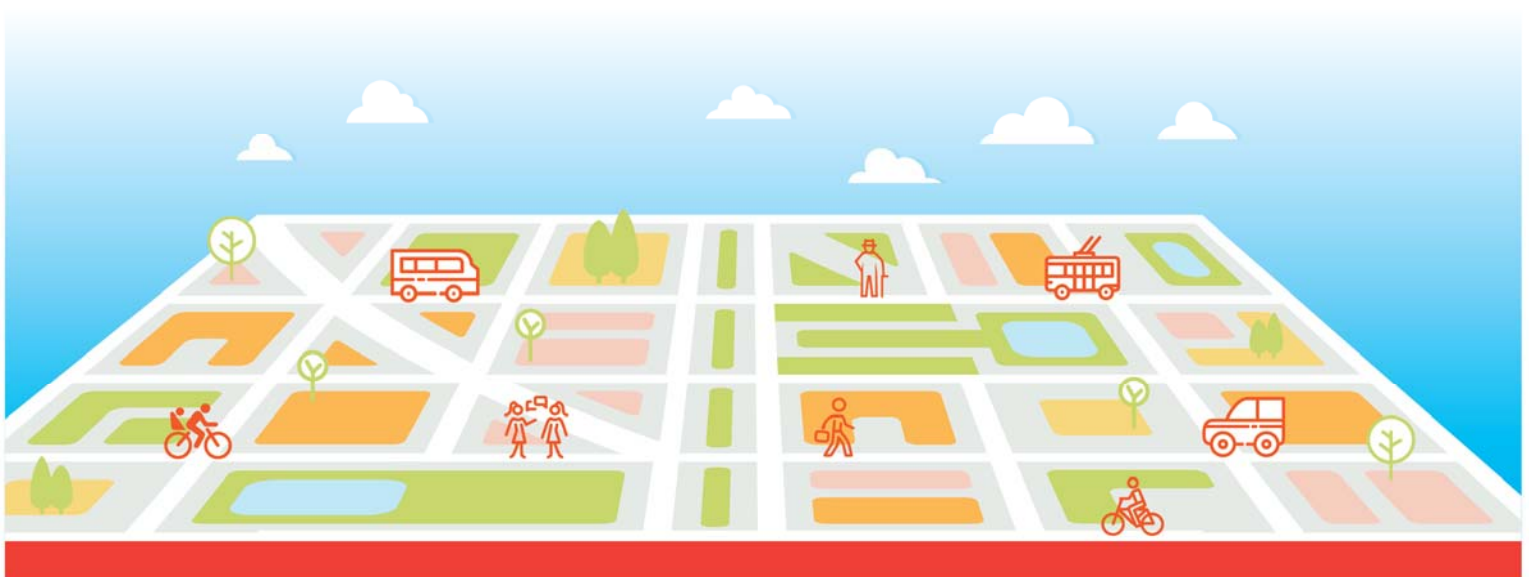


# SUNRISE

Sustainable Urban Neighbourhoods  
Research and Implementation  
Support in Europe

## Shared definition of key terms, version 1.0

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# 1. Shared definition of key terms

This is a living document that defines terms that are integral to the work being done in the CIVITAS SUNRISE project. Though this document is a project Deliverable, first submitted on 31 July 2017, it is regarded as a work in progress, as the consortium may agree that new terms or new definitions of terms need to be considered in order to maximise the effectiveness of project-internal and -external communication.

## 1.1 Action plan

Neighbourhood Mobility Action Plan

## 2.1 Car Pooling

Car Sharing

## 3.1 Car Sharing

A system that gives people access to a (small or large) fleet of cars so that they can use an automobile individually in sequence, i.e. not simultaneously. In essence, Car Sharing is a form of short-term rental, even by the hour. This meaning of Car Sharing is widely used in continental Europe - in the UK it is often the expression “car club” that describes this form of sequential sharing.

Significantly different is what is typically called Car Pooling (in North America also Ride Sharing) where users share (part of) a journey with others in the same car at the same time. In the UK, this model is often referred to as Car Sharing.

There are two types of sharing organisation - station-based and free floating. The success of car sharing within the context of ‘sharing than owning’ is based on the latter model.

In short: For SUNRISE-internal communication:

Car Sharing = sharing a car in sequence (one user after the other)

Car Pooling = sharing (part of) a journey with several users in the same car at the same time.

Author/Reviewer: Rupprecht / Bremen

## 4.1 Citizen (vs. resident)

In colloquial use, citizen and resident can be used synonymously. However, SUNRISE strives to differentiate between them where such a distinction carries substantial meaning. A citizen, in such a precise interpretation, is a person who has the citizenship of a specific country whereas a resident is any person (regardless of citizenship) who resides in a certain area. This can be



particularly important in the case of Jerusalem where semantic clarity is required to differentiate between religious, administrative, ethnic, linguistic and other categories of people.

Author/Reviewer: Rupprecht / TUW

## 5.1 Citizen science

Citizen science<sup>1</sup> is a new method of integrating people with their everyday experiences in processes of research - ideally from the very beginning (definition of the problems/challenges). The term was implemented in medicine and biological science, followed by some other natural and technological science. Within the research policies of the EU and some of the member states citizens science is strongly connected with the attempt of (urban) living labs.

Citizen science refers to specific forms of the involvement of organised and non-organised citizens, making intensive and innovative use of ICT media and web 2.0. In SUNRISE, this refers to the involvement of citizens in problem co-definition and co-solution.

SUNRISE will contribute to developing this method as a scientific tool which is really open for a broad diversity of actors and benefit from the experiences gained over a longer time of neighbourhood participation processes.

Author/Reviewer: TUW / Rupprecht

## 6.1 Co-

The pre-fix “co-” stands for anything that is to be done “together”. In the context of SUNRISE, the parties that are supposed to act together in collaborative ways comprise, as a minimum, residents and, more broadly speaking, all local → stakeholders, experts of various disciplines and the public administration.

Author/Reviewer: Rupprecht

## 7.1 Co-creation

Within the SUNRISE context can be used interchangeably with → Co-production. The combination of the following two definitions from the literature describe SUNRISE’s notion of co-creation:

- Co-creation refers to a process that brings together different parties, e.g. a company and a group of customers, to jointly produce a mutually valued outcome (Prahalad & Ramaswamy, 2004).

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<sup>1</sup> Following our distinction between ‘citizen’ and ‘resident’ we correctly must say ‘resident science’ as it distinguishes from formal forms of participation which are related to citizenship.



- In a co-creation approach, heterogeneous actors collaborate to produce knowledge, instruments, technology, artefacts, policy, know-how, etc. (ERA-NET Cofund Smart Urban Futures).

Author/Reviewer: Rupprecht / TUW

## 8.1 Co-Creation Forum (CCF)

The CCF is a forum, which is open for every resident and stakeholder of a neighbourhood. It is a ‘market place’ or platform where everyone can express their views, visions, ideas and concerns related to the current and future mobility situation within a neighbourhood. Conversations within the CCF are typically held in the local language. The CCF ‘comes to life’ through regular events, mainly face-to-face meetings but also through online / virtual exchanges.

The expression ‘open to everybody’ does not imply that *those who are present* qualify as a sufficient representation of the neighbourhood’s socio-demographic and socio-economic spectrum. Put positively, SUNRISE action cities have committed themselves to make every effort possible to also involve ‘hard to reach’ groups to ensure that not only the usual suspects dominate the discussion in the CCFs.

The CCF is coordinated and supported by a → Core Group.

Whereas CCF is the term used for consortium internal communication, the forums in each action neighbourhood can, of course, operate under a different name in the respective local language. Examples:

- Bremen: e.g. Visionszirkel Hulsberg
- Southend: e.g. CityCentre 2030 Platform
- Zuglo: e.g. ...

Each of the six local CCFs can also have its own logo - ideally somehow reminiscent of the SUNRISE “mother-logo”.

Author/Reviewer: Rupprecht / urbanista

## 9.1 Co-development

The term Co-development denotes one particular phase within a larger → co-creation process. In particular, it highlights the fact that citizens and other stakeholders are actively involved in the development of concrete → action plans. In the time sequence of a co-creative innovation chain, co-development follows the initial phase through which problems and challenges are co-identified and it builds the basis for the ensuing phase, during which action plans are → co-implemented.

Author/Reviewer: Rupprecht / TUW

## 10.1 Co-financing (or financial responsibilities)



Co-financing is not mentioned in SUNRISE's DoA but it is in accordance with SUNRISE's overall spirit. The idea of co-financing is that investments (related risks and profit opportunities) are not only taken by one central player (e.g. the local authority) but are a joint venture of multiple players including local residents, businesses, the municipality, NGOs etc.

Author/Reviewer: Rupprecht / TUW

## 11.1 Co-implementation

The term co-implementation stressed the fact that novel solutions are not only to be planned and developed in a collaborative way across public administration and residents but that also their implementation should be a joint venture between them. In its

Author/Reviewer: Rupprecht

## 12.1 Co-production

Within the SUNRISE context can be used interchangeably with → Co-creation.

“Co-production provides an alternative service model in the light of reduced budgets which harnesses the strengths of both communities and staff. ... co-production is about professionals and citizens making better use of each other's assets, resources and contributions to achieve better outcomes or improved efficiency.” (Governance International; 2016)

Author/Reviewer: Rupprecht

## 13.1 Core Group (precisely: Co-Creation Forum Core Group)

Each → CCF should be assisted and supported by a Core Group in the sense of a steering committee and administrative secretariat. The Core Group should consist of a stable group of 5-10 committed people, some of which might operate on an honorary basis while others can be members of the city administration. The latter can typically be members of the SUNRISE consortium; they can charge their time to the SUNRISE budget and thus ensure the longevity of the CCF at least for the duration of SUNRISE. The actual composition of the Core Group depends on the local context. Its members can, but do not necessarily have to be, formally elected.

The Core Group provides data flow and facilitates communication between projects partners, the CCF, and the general public and guarantees transparency for project processes and contents. The group ensures that the CCF can be reached by mail, telephone and email. The Core Group meets regularly and prepares meetings of the CCF, documents their results (e.g. takes minutes) and communicates about them to the media and the wider public through press releases, social media and a dedicated website (PR responsibility). The Core Group will help feed the local experience into the SUNRISE “Dashboard” (see WP5 in DoA). It also responds to questions, information requests, comments from the general public or the local stakeholders regarding the local SUNRISE activities and contents.







tools to come up with (mainly social) innovations and is strongly related to the method of → ‘citizen science’.

The term ‘lab’ (laboratory) for new forms of the integration (→ co-working) of different types of actors first was implemented at MIT, Department of Architecture and Urban Design, for integrating local people in decision making within urban planning. Their attempt was not successful at that time, but was taken over later on from enterprises to fulfil individual needs for designing lifestyle products (addidas, Freitag etc.) → co-production. These people are seen as ‘prosumers’ (producers and consumers in one). Much later, about 15 years ago, ‘labs’ were reinvented by urban development processes under economically and socially difficult conditions. One of the first had been implemented in Malmö and the experience was condensed in the first handbook about ‘living labs’ (cf. Ståhlbröst & Holst 2012)<sup>3</sup>.

‘Labs’ are flexible forms of organising processes of interest exchange, goal finding, process organisation and preparing of decisions to be made by the local/regional administration and Politicians. To implement a ‘lab’ either a political decision is needed (important for practical results) or research money is awarded (important for scientific research). Due to its organisation SUNRISE aims to follow both goals.

A ‘lab’ consists of a core group of a handful of persons being responsible for the roadmap, process organisation, dissemination, evaluation.

Author/Reviewer: TUW / Rupprecht

## 17.1 Learning lab

Learning lab is a specific form of a □ Lab that explicitly is oriented on learning theories and practises. This attempt agrees that persons are in different positions against the final goals and that there are individual ‘good reasons’ for that.

Author/Reviewer: TUW / Rupprecht

## 18.1 Mobility lab

Mobility lab is a → Lab which concentrates on impacting the existing mobility behaviour of people/social groups in a particular way. Due to the tremendous need to reduce the negative outputs of traffic, SUNRISE aims to support sustainable forms of mobility: lesser use of private cars in favour of public transport and/or active forms of mobility (walking, biking), the use of post-fossil motorising. The aim is to use different mobility modes either in general (→ multi-modality) or within one trip (inter-modality).

Author/Reviewer: TUW / Rupprecht

<sup>3</sup> Ståhlbröst, Anna & Holst, Marita 2012: The Living Lab Methodology Handbook. Luleå University of Technology, CDT – Centre for Distance-spanning Technology. Mimeo. <[http://www.ltu.se/cms\\_fs/1.101555!/file/LivingLabsMethodologyBook\\_web.pdf](http://www.ltu.se/cms_fs/1.101555!/file/LivingLabsMethodologyBook_web.pdf)>







A NML is a → Mobility Lab with a narrow outreach of a defined territory. As a couple of mobility labs are directed to greater territories (like regions) SUNRISE is concentrated on → neighbourhoods not at least to support as well social cohesion (as an idea of positive impacts on mobility behaviour and its social control).

Author/Reviewer: TUW / Rupprecht

## 28.1 Neighbourhood Mobility Pathfinder (NMP)

SUNRISE's online toolbox to enable exploitation of SUNRISE results beyond the project's lifetime. The NMP will be a structured and easy to navigate resource that provides process guidance, case studies and fact sheets on tools and methods for each of the four SUNRISE co-creation phases. Interested professionals in urban mobility, but also governance, political sciences, urban design, social cohesion, geography or gerontology will be able to find information that is close to their needs by means of key-words, the current phase of activity, thematic area etc. Over 120 resource sheets will be available - synergies with ELTIS and CIVITAS will be explicitly sought for this purpose. The Pathfinder will be available through the SUNRISE website.

Author/Reviewer: Polis / Rupprecht

## 29.1 Project Evaluation Manager (PEM)

TRI

Author/Reviewer: Napier / Rupprecht

## 30.1 Project Management Group (PMG)

SUNRISE's main body for internal communication and decision making for all issues of medium relevance, which do not need a formal decision of the General Assembly. The PMG is chaired by the project coordinator and consists of all WP leaders and all Neighbourhood Coordinators. It is the main body for monitoring project progress and the use of resources, for all short-term decisions related to the organisational and technical management of the project. The PMG will hold regular online meetings about one per month, which are open to all other consortium members as well. If needed, its members will also meet physically, if possible in conjunction with other project activities.

Author/Reviewer: Rupprecht

## 31.1 Project Process Evaluation Manager (PPEM)

TUW

Supports PEM in the coordination and facilitation the overall evaluation process, setting its principles and assisting the NEMs in designing and carrying out monitoring.





project, the Coordinator with the support of the Management Group will be in charge of the DIPMP and all innovation protection aspects. In addition, every project partner will appoint a person responsible for all their data management and IPR related issues.

Author/Reviewer: Rupprecht

### 36.1 Resident

→ Citizen

Author/Reviewer: Rupprecht

### 37.1 Sustainable Neighbourhood Mobility Plan (SNMP)

A planning concept to complement SUMP; the local neighbourhood counterpart to the broader SUMP concept.

Author/Reviewer: Rupprecht

### 38.1 Sustainable Urban Mobility Plan (SUMP)

A planning concept applied by local and regional authorities for strategic mobility planning that promotes participatory approaches to planning at the city scale. SUMP encourages a shift towards more sustainable transport modes and supports the integration and balanced development of all modes. A SUMP is instrumental in solving urban transport problems and reaching local and higher-level environmental, social, and economic objectives.

Author/Reviewer: Rupprecht

### 39.1 Take-Up Cities (TUC)

Will be presented with a summative evaluation of the results achieved by SUNRISE at various stages of the project and will be given the opportunity to provide feedback that will be taken into account in the further assessment and evaluation process.

Author/Reviewer: Polis



## 2. Partners

