Edible Cities Network
Integrating Edible City Solutions
for social, resilient & sustainably productive Cities

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EdiCitNet

D1.2 – Local working groups established, functioning and communicating well in all cities (31.03.19; M7; ANDERNACH)

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Abstract: The building of the City Teams represent a core step towards building an inclusive and participatory basis for the involvement of relevant actors in all cities in the EdiCitNet project. This report documents the current state and profile of all City Teams in the EdiCitNet project. We identified common barriers in order to provide action strategies for tackling upcoming challenges.

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Glossary

Abbreviation	Description
FRC	Front Runner City
FC	Follower City
ECS	Edible City Solutions
LL	Living Lab
WP	Work Package
DoA	Description of Action

1. Executive Summary

The EdiCitNet City Teams represent and uphold the views, desires and commitment of partners across different sectors, disciplines, backgrounds and cultures to support the uptake of Edible City Solutions (ECS) and to serve as a shared communication and action platform for both to co-create and co-implement Living Labs (in FRC) and ECS Masterplans (in FC) and to engage the broader respective urban community. Their purpose is to create a *community of practice* by bringing together the civil society, city administrations, NGOs and SMEs (DEL 1.1.).

The practical aim of the EdiCitNet City Teams in FRCs is to be an operative base to conduct the mentioned Workshops of the Description of Action (WP3)
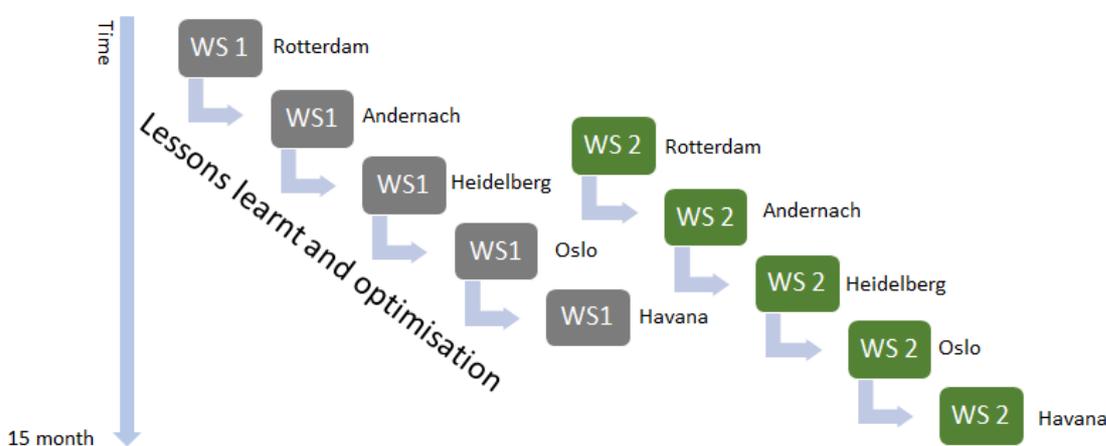

Figure 1: Workshop Cascade, DoA.

Since not all City Team building processes are in the same pace and organized sequentially, we govern different mature status of the City Team Building. But generally spoken, the coordinator decided to govern the process in the phase of stakeholder identification and analysis (as merged Document from WP6 (Del 6.2.) and Coordinator) and to support each City in finding relevant stakeholder to be integrated into the City Team. For the first row of meetings of the City Team (Figure 1) itself we decided to play the role of a 'silent observatory'. All Front-Runner Cities – the City administration representatives, WP1 and additional EdiCitNet Partners (e.g. *HiOA* for reporting and compiling a wholistic report after each Workshop for optimizing the co-creation process) and the Coordinator will, for observing reasons, attend the Workshops. These Workshops will be conducted always in the local language. Translations techniques will be provided by each City. The intention is to not disturb first steps of independent working in a closed yet open- minded group to foster co-creation in its nature of being an open-ended process. To provide optimisation and reporting about this process and feed it to the EdiCitNet toolbox the attendance is necessary but of no impact to the workshop nor procedure in the workshop.

All Follower Cities will prepare their City Teams in the same manner, this process is ongoing and will be finalized once WP4 starts to work to co-create the transition pathways (Figure 2).
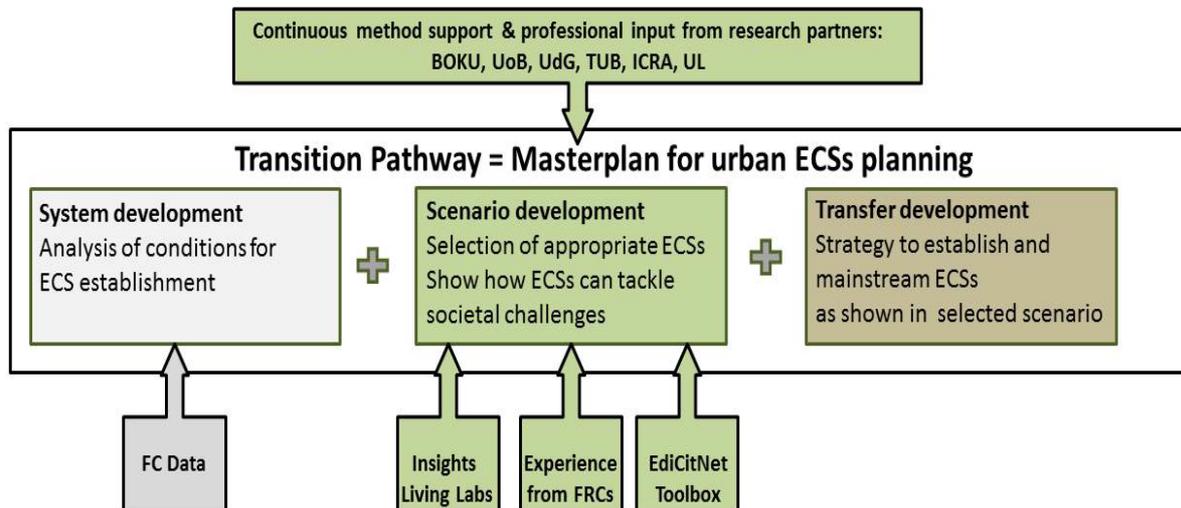
Figure 2: Co-creating Workshops on Transition Pathways in Follower Cities, DoA.

This document outlines the current state and profile of all City Teams in the EdiCitNet project. It is divided into four main parts:

- The **Vision** highlights our aim to co-create "Communities of knowledge and practice" as a collective lateral learning process in the EdiCitNet context.
- The **Introduction** summarises the purpose, process and proposed structure of the City Teams that is iterative and founded on specific city contexts.
- The **Main Section** provides a brief summary on the State of the Art of all City Teams in EdiCitNet, commencing with Front Runner Cities (FRCs), followed by Follower Cities (FCs).
- The **Conclusion** draws together the achievements, challenges and recommended and adopted strategies to address the respective challenges and encountered so far to also outline the future directions for each City Team.
- **Appendix 1** provides a detailed outline of the City Teams including justification of why stakeholders were selected.
- **Appendix 2** collates documents from each City Team to demonstrate their participation thus far. This documentation includes meeting minutes, Save-the-date and Tentative Agendas for City Team Meetings.

2. Introduction

2.1 Growing together - Communities of practice and knowledge and methodological approach for setup of the EdiCitNet City Teams

'Communities of Knowledge and Practice': EdiCitNet creates open and participatory City Teams in a collective lateral learning process, that leads to a comprehensive and co-developed knowledge base, with contributions from practical and theoretical contexts. The communities are built on common needs, resources and capabilities to improve collectively the living conditions in their immediate environment. City Teams are committed to a multi-stakeholder, transdisciplinary approach for planning and implementing ECS and involve • citizens enthusiastic to produce food by and for themselves • entrepreneurs and eco-responsible investors, highly motivated to make their ECS business a success • local NGOs and initiatives willing to improve the living conditions in their immediate environment • policy-makers eager to find new ways to make their cities more attractive or to solve socio-economic or environmental problems. EdiCitNet bundle and foster these personal/collective motivations and thereby create a strong natural link and intuitive ownership within the local networks. Co-design, co-development and co-implementation of visionary urban planning are the core-elements in the preparation of Living Labs and Transition Pathway planning.

Situational Management for Smooth Collaboration: Projects aimed at co-created Living Labs (Front Runner Cities) and urban transition pathways (Follower Cities) are challenged by the heterogeneous often personal interests of partners and the associated confusion with regard to a common language and general understanding (think local act personal). EdiCitNet City Teams focus on local drivers and facilitators within the stakeholder landscape of the City. Therefore, the Network Secretariat approached the support of the City Team building via situational management. Based on recommendations and guide of the coordinator, the situational approach was applied in each City Team visited by WP1. This approach prevented failure by direct interacting and stiff management structures thus laid the base for individual processes and strategies exactly adjusted to the needs of the City Team of each City.

3. Main Section

3.1 Description of City Team Building Process

EdiCitNet City Teams are based on the proposed governance structure of EdiCitNet Description of Action. In Deliverable 1.1 the process and structure of the City Teams is explained in detail. This Deliverable will include a description of the actual process of how the City Teams were built in each of the EdiCitNet Partner Cities. We include local Team building experiences, barrieres and challenges identified during this co-creational process. This will help to optimise the City Team guidelines in an ongiong manner during the duration of the EdiCitNet project and beyond. With this tool we aim to co-create common governance guidelines for all cities, that will be integrated into the sustainably growing network of edible cities worlswide.

3.2 What has been done

As mentioned in 2.2 aspects of situational management approach was used to guide the individual City Team building. This process needed individual approach in each situation, immediately adjustable during the process itself. Therefore, WP1 was guided to install the City Team by visiting the Cities and make appointments with all relevant stakeholder face-to-face. Telecommunication was recommended to avoid. Still due to practical reason some City Teams were contacted via digital tools (Telecommunication with video). Nevertheless, WP1 intended to visit all City Teams in their local context in near future – to observe and guide the work in their local context.

The EdiCitNet City Team help to meet the aims of EdiCitNet by:
- Serving as an open-minded meeting point for the diverse range of individuals, decision makers and organizations working towards building more sustainable edible futures in the participating cities based on the co-implementation and,
- Providing a safe space to stimulate the exchange of ideas and the construction of shared imaginaries of what a sustainable edible future in each local context may mean;
- Dealing with potential conflicts, that will appear in the groups with heterogeneous often personal interests of team members based on situational stakeholder management for smooth collaboration;
- Drive experimentation, innovation and systemic transformation that embraces and promotes the concept of edible urban futures in each city; and,
- Enable transformational learning by co-creating possibilities for experimental, reflexive and open knowledge generation and sharing processes within and beyond the individual cities.

3.3 Procedure and Processes in City Team Building

In each of the EdiCitNet Cities, WP1 strove to work with their primary contact, namely city councils which are already partners of EdiCitNet. To establish active local working groups that are functioning and communicating. WP1 set up regular contact to each City and made appointments with the administration and if possible, with EdiCitNet hub organisations such as the local SMEs and NGOs in each City for personal meetings and visits. WP1 aimed well working City Teams at the latest by the first Annual City Team Meeting (to be held 9-10th May 2019 in Andernach). These personal face-to-face meetings were successful in Rotterdam, Oslo, Andernach and Berlin. Additionally, we invited all Front- Runner Cities to attend an extraordinary Front-Runner City Meeting in Berlin (4th and 5th of March 2019) to elaborate the state of the art of the ongoing City Team building via a SWOT analysis conducted as "coaching round" from each City for each City. The meetings were very fruitful and clarified unclear points as well as created a trusty atmosphere for working together in EdiCitNet. The major outcome was a common understanding of the terms 'City Teams' Co-Creation' and Living Lab and the task and composition of the City Teams.

Alongside this process, ongoing online meetings were held with FCs which have also been starting establishing City Teams in the past 6 months. WP1 worked together with WP4 to ensure that City Team building for FCs were strategically aligned with WP4 requirements for the Transition Pathways Process. In all FCs, core City Team members were identified in order to enable their full participation at the upcoming Annual City Team Meeting. The body of the document below provides details on the state of each of these City Teams and also highlights the above mentioned limitations by the non-inclusive manner of an process initiated from one perspective (mostly the City administration perspective) as Cities are primary partners of the EdiCitNet project with a high degree of influence. This is specifically important in the Living Lab (LL) co-creation process and will result in the corresponding adjustments, once the LLs are co-created.

3.4 City Team Building in Rotterdam

Acknowledging Rotterdam as the Lead for Work Package 3 (overseeing the Living Lab process), Rotterdam was first visited to provide a realistic, useful and relevant process that would include representative and inclusive stakeholders in the City Team that could also contribute to the co-creation process. During this visit, WP1 and Rotterdam developed an interactive three-step process:

1. **City Team 1.0** - acknowledging the initial core stakeholders to be involved in an ongoing process with ECS in each city often limited by the non-inclusive manner of a process initiated from one perspective (City administration perspective);
2. **An event to invite broader representation** of stakeholders to introduce them to EdiCitNet with the invitation to hear their thoughts on ECS with the invitation to include them in processes of the Living Lab (for FRCs) or the Masterplan (for FCs);

City Team 2.0 - To identify stakeholders to be invited in to grow the City Team depending on the outcomes from broader stakeholder meeting.

Current status of City Team Rotterdam:

Due to the huge experience of Rotterdam in applying co-creation (see Del 3.1, 3.4. Policy Shift: Benefits of co-creation) in groups for finding solutions for a common goal the Rotterdam City Team was already created very early in the project. Excerpt Del. 3.1:

Aims Rotterdam City Team:

- formalize the Groene Groeiplekken as an organization;
- reaching agreements on cooperation with partner organizations;
- professionalizing by developing an educational program for garden coordinators and organizers;
- professionalizing by developing a toolkit and accompanying handbook for monitoring and assessing societal results/values of Groene Groeiplekken.

The Rotterdam City Team was nearly finalised but was of a very polarized manner. The City Team 1.0 consists of 7 core members from the administration and the ESC networks/green initiatives side and education/academia. Including substitutes for this role, we has a total of 13 people. Due to a high motivation from Groene Groeiplekken and less motivation of other stakeholders the City Team 1.0 was not able to meet the aims of the EdiCitNet City Team as transdisciplinary working group to co- create a Living Lab according to the Guideline for EdiCitNet City Teams (Del 1.1.). Hence, the City Team invitation was enlarged to a broader community and is now in optimisation loops to re-build the City Team Rotterdam. This process will be guided additionally by DRIFT (Erasmus University Rotterdam). Recognising the City Team is an iterative process, at the planned Living Lab Workshop 1 we will be the City Team 1.0 and an additional approx. 20 other people from across Rotterdam. Depending on the outcomes of the Workshop 1 3-4 different members will be added to form Rotterdam City Team 2.0.

The City Team Meeting will now take place on 11th and 12th of April 2019.

Challenges identified:
- City Team 1.0 was dominated by Rotterdam Administration staff.
- Responsible persons for EdiCitNet in the Rotterdam Administration changed three times within the last 6 months

Recommended and adopted strategies:
- A permanent group of persons in charge of the EdiCitNet project with special focus on networking people will maintain the stakeholders which are already participating. A envisaged close cooperation with co-creation experts within the EdiCitNet project and local experts in co-creation processes (e.g. Rotterdam University) foster the integration of this methodology and guarantees the transdisciplinary nature of the City Teams (DEL 1.1)

3.5 City Team Building in Andernach

The mastermind and person in charge of Edible Andernach is widely accepted in the City and the Core Team is functioning sustainably already before the project was funded. In this medium sized City ECS in Andernach are an important element of local biodiversity strategies and they are standardised integrated in local planning processes. Additionally, to regular online meetings and the meetings mentioned above, WP1 then visited Andernach, to better understand the local context. Both core members and extended possible stakeholders were identified during these visits and entered into a spreadsheet that could then be used to

contact for events and workshops. Intensive discussions on and analysis of stakeholder landscapes for Andernach have been initiated, but not yet finalized.

See Appendix A for an overview of these participation and justification for City Team members in these iterative stages of the City Team.

Current status of City Team Andernach:

Andernach has already an operational base for working in a co-creational manner in the City (City Team 1.0). Due to the small size of Andernach (30.000 Inhabitants) the structure of the City Team reminds of a highly participative group where the majority are citizens which meets weekly. The local EdiCitNet coordinator in Andernach is in contact with the well-known social workers of the youth centre nearby, a possible candidate for co-creating the Living Lab and to give crucial input, with a strong educational impact. At the moment they cannot join the weekly City-Team meeting, as their working schedule differs from those of the City Council people. This barrier was erased as the local coordinator informs the Youth Centre regularly about the ongoing and planned actions at the Living-Lab by phone. Representatives of the City Council, Youth Centre and Perspektive gGmbH are discussing suitable strategies to include the kids as beneficiaries of the Living Lab. In addition, the local coordinator plans to inform the heads of kindergardens and primary schools in Andernach about the EdiCitNet- project in order to include a wider range of local stakeholder in the City Team (City Team 2.0) and the local co-creation processes. There are monthly meetings between the heads of these institutions and the local coordinator.

Date of First City Team Meeting: Year 2010/City Team 1.0

Meeting schedule of City Council related team: Every Wednesday 9:30 – 10:30am

Next City Team Meeting City Team 2.0: suggested in June 2019

Challenges identified:
- Scheduling of Meetings of co-creational City Team in order to address free time for meetings between council working hours and participation of other stakeholder with different working schedule.
- Involvement of a wider range of Andernach citizens, that are currently using but not actively involved in ECS in Andernach.
- Current ECS are mainly implemented in a top down approach, bottom up processes have to be initiated and fostered.
- ECS are perceived as a 'nice to have' but not as constitutional part of the City.
- Knowledge or capacity gaps: It would be helpful if we could have some graphic designer skills in order to design info material for education purpose (for schools and kindergardens) and public information. Moreover, skills in environmental education would be helpful in order to design scientific experiments and gardening workshops for the kids.

Recommended and adopted strategies:
- Agree common meeting hours and meeting formats that support co-creational discussions. This barrier was also reported from other City Teams. However due to

the small scale of the City, this challenge will be addressed easily by adoption of alternative communication measures.
- Close cooperation with environmental education and co-creational experts within EdiCitNet will provide input and support the Andernach City team.
- In WP7 educational and public sector is already identified as key audiences. Audience specific material will be developed and provided to support Andernach in facing the challenges identified.
- Stakeholder Analysis already showed a vast pool of candidates to foster kids learning about ECS and also knowledge sharing among all Inhabitants of Andernach – also supported by local events which will be supported by coordinator (Visibility Strategy for Andernach (Grant Agreement)

3.6 City Team Building in Oslo

Similar to Rotterdam, Oslo has a great number of pre-existing ECS that are complemented by a rich history of environmental engagement and support. Indeed, this year Oslo won the European Green Capital Award, which is supported by an Urban Agriculture campaign. In contrast to Andernach (which is a very small city with a downsized City Team), Oslo has many ECS initiatives, who are keen to be involved and who could serve as excellent candidates for the City Team. The main person in charge of EdiCitNet coordination within the City of Oslo started in November 2018. During the site visit, a number of ECS sites were inspected and identified as possible participants.

Current status of City Team Oslo:

Members for a City Team 1.0 were selected and a potential (long) list of stakeholders identified to invite to a larger meeting to further develop the Team towards City Team 2.0. From this visit, WP1 also recognised the need to plan in public events at semi-regular intervals to widen acknowledgement of ECS in Oslo as a wider movement and to plan in strategies to include others alongside the development of the project and the LLs.

Date of first City Team Meeting: 9th April for the extended City Team 1.0.

City Team meeting schedule: Tentatively discussed to meet 4 times per year (i.e. seasonally) to share experiences and advice.

Challenges identified:
- The department of the City of Oslo in charge perceived after the start of the project in September 2018 the initial plans written in the Grant Agreement and the objectives described in DoA, part B, as being too specific with regards to funding, with the result that the City of Oslo were hesitant to engage people who may not be able to continue their involvement, and hence lose trust, if an amendment is not subsequently delivered.
- WP1 members have expressed and discussed frequently the concerns about changes of the Grant Agreement until the Co-Creation Phase is terminated and the definition of the Living Lab Oslo gives us more details about the implementation and a fixed plan and working guideline.

Recommended and adopted strategies:

- 1st Step: Oslo build up a transdisciplinary City Team as base for co-creational and open-ended development of Living Labs. Therefore, after a stakeholder analysis regarding relevant actors within the scope of EdiCitNet, Oslo set up a very broad consortia consisting of motivated drivers from all sectors (Administration, Civil Society, Economy, NGOs, and research organisations etc.). See Guidelines for City Team Building Deliverable 1.1.
- 2nd step: The next step is the co-creational development of the Living Lab within the framework described in the GA (for Oslo: market uptake, economic sustainability and social cohesion) and specific challenges agreed among the Oslo City Team members. Every partner of the City Team has the possibility to make suggestions for the Living Lab implemented during the EdiCitNet project. If the City Team has agreed on a living lab topic and design, the City Team itself has to be dynamically adjusted to the special needs of the co-created Living Lab.
- Adjustments concerning the use of subcontracting costs in order to implement the LL are possible in order to meet the objectives of the GA that include enhancing market uptake and economic sustainability and supporting successfully the mentioned challenges of Oslo.

3.7 City Team Building in Ville de Lomé

Lomé has a long tradition of urban agriculture as income for many urban poor and as keys for the green city hub. The representatives of Ville de Lomé have been very keen and enthusiastic collaborators of EdiCitNet attending calls over the last few months. They commented, that rainy season has started in Lomé and it is a good time to start work on EdiCitNet. The City Team is now established and already started at the operational level in a largely participative manner and is about to implement low tech ECS in order to foster social cohesion also among the members of the City Team. In a bottom up processes forty seasonal youth workers are now employed to plant small ECS in all districts in line with the mayor's agenda. There are five different districts in Lomé and a central office as well.

The focal points are selected from already existing associations and non-governmental organisations that operate in the city and on campus in terms of tree nurseries, urban agriculture, and development of organic food. The core City Team meets regularly to discuss and share experiences. Moreover, they relay the information in their different communities. Furthermore, the City Team will include the director of the Technical Department of the City Hall specialized in the field of urban planning and green city development, another from the University, in addition two representatives from all five districts. The project will expand to include more parts of other relevant departments of the City and the urban society over time.

Date of first City Team Meeting: 23rd March 2019. 15 people attended the meeting, including 12 people from the districts.

Meeting schedule: Held weekly on Saturday afternoons. This meeting has been planned to occur often, so participants are regularly immersed in the program.

Challenges identified:

- General lack of urban planning procedures in Lomé to deal with conflicting land demands
- Involvement of WP4 will start now with an already existing Team

Recommended and adopted strategies:
- Involvement of relevant drivers within the City Administration as the most important ECS stakeholders in Lomé, which has to be addressed in WP4
- WP4 will handle this with care and proceeds by adjusting their strategy to already existing structures.

3.8 City Team Building in Berlin

Since the proposal phase WP1 members are intensively involved in discussions within numerous meetings to agree to a representative City Team concerning the broad field of ECS related stakeholder landscape. The current Berlin City Team involves members of four different Senate Departments (Urban Planning and Housing; Justice and Consumer Protection; Environment, Traffic and Climate; Schools and Education; Economy), two members of local gardening networks, three members of ECS related SMEs, a main NGO of environmental protection. a delegate of the local nutrition council, 1 delegate of real estate companies, a delegate of the agricultural commission, and three scientists, that are working since long on urban agriculture. The composition reflects the cross-cutting theme between city planning, urban greenery, social issues and nutrition as well as technical solution (High Tech ECS, e.g. closed water, waste and nutrient cycles). This team composition serves as a good initial core group to get an initial process started. All are highly motivated and EdiCitNet successfully achieved a cross- sectoral involvement of all relevant stakeholders. During the first broad City Team meeting the participants identified also absent stakeholder groups, that have to be involved, such as the urban allotment garden association and private enterprises as well as distributors. Thus, the Berlin City Team seems to be largely in line with an inclusive stakeholder involvement. The bottom up organised ECS community of Berlin highlighted the extraordinary fact, that EdiCitNet City Team building achieved an involvement of governmental actors that normally do not share common and inclusive debates. Moreover, EdiCitNet luckily meets the strategies of the Senate Departments, that share the idea of an urgent need to transform Berlin towards a sustainably productive, inclusive, environmentally just, healthy and biodiversity friendly City. The EdiCitNet spirit already attained attention of the local politics, that are increasingly interested in the co-creation process of EdiCitNet. A first outcome of the "coming to know meeting" of the City Team Berlin meeting was already the emphasized need for an overview of the different strategies already existing in Berlin which all aim Berlin's resilience (climatically and socially). These strategies are: Green Charta of Berlin, Social City Programme, Strategy for mitigation of CO_2 Emission and many more will be identified and listed to provide an overview. This is very useful to be replicated by all other Front-Runner Cities and as follow up in all Follower Cities.

The Partner *SenStadtWohn* holds the Social City program, that aims to strengthen socially deprived neighborhoods, currently 34 areas of support with overlapping challenges: (unemployment, educational far-off, health problems, anonymity) and have been promoted many projects around the topic of ECS, nutrition education and circular economy.

The

Date of First City Team Meeting: 26th March 2019

Meeting schedule: The next City Team meeting is fixed for the 12th of June 2019.

Challenges identified:
- Internal conflicts on responsibilities within the Berlin Administration
- Berlin has already a large sets of Master Plans or overall strategies on ECS related topics (i.e. climate, green infrastructure, environmental justice) that have to be connected to the EdiCitNet Master Planning.
- Strong willingness of stakeholders including real estate housing companies to be actively involvement in implementation measures in the framework of the Social City programme

Recommended and adopted strategies:
- Involvement of relevant drivers within the City Administration and already developed overall strategies, which has to be addressed in WP4
- possible upgrading of Berlin from Follower to Front -Runner City, which is currently discussed with the higher political level to respond to the willingness of stakeholders including real estate housing companies to be actively involvement in implementation measures in the framework of the Social City programme, further discussions with EC of an possible upgrading process

3.9 City Team Building in Letchworth

The Letchworth Garden City (LGC) City Team is process of being established by the EdiCitNet FC partner, Letchworth Garden City Heritage Foundation (LGCHF). LGCHF has undertaken a stakeholder mapping process and identified that one of its governors participating in the Letchworth Garden City Sustainability Forum will be elected as suitable City Team chair. Following this stakeholder mapping process, key stakeholders met in Letchworth to discuss his interest in being involved and the practical City Team set-up next steps. Other LGCHF staff will provide specific inputs to EdiCitNet as relevant. It should be possible to report back soon on the initial Follower City City Team activities including those to configure the City Team membership in the first instance and to explore initial EdiCitNet activities in line with the project timetable. There is a strong commitment to food research and applied activity in Letchworth. For example, a meeting with the LGC governors in mid-March 2019 to report on food research being undertaken through the HKEP process mentioned above demonstrated that there is a very strong commitment to exploring ECS with a great deal of interest by governors in food related solutions to various sustainability issues facing Letchworth. This augurs extremely well for EdiCitNet Follower City activities and governance.

Date of First City Team Meeting: Over the next weeks a first stakeholder meeting with Letchworth based stakeholders will be organised. Invitees will include a range of public, private, third and community sector stakeholders. The intention is to draw into the City Team key stakeholders from organisations involved in the Sustainability Forum such as from Transition Town Letchworth, but also involve business and community representatives with food interests in the town.

Meeting schedule: to be defined

Challenges identified:
- Inclusiveness of the upcoming City Team remains unclear, which has to be addressed once the City Team 1.0 is built.
- Possible polarised Stakeholder composition will be elaborated

3.10 City Team Building in Sant Feliu de Llobregat

Sant Feliu de Llobregat has identified a number of core internal partners from the City Administration whose involvement is considered important for the uptake and sustainability of the initiative. Those include the Innovations Department, the Environmental Department, the Participation Department, Office 2030 and the Underground Railways Project, among others. Those departments are still in the process of identifying the right persons to be involved in the EdiCitNet City Council internal coordination team. The EdiCitNet City Team will involve several persons from the City council EdiCitNet coordination team and a broader range of relevant stakeholders and organisations active in the City and possibly beyond. Most of the recent projects of the municipality have such a broader consultative group, so the City has an established model that it could follow. It will include other EdiCitNet partner organisations working in the vicinity as a basis for establishing a supportive hub. So far, the actors who have participated in the process of formation of the City Team's core have been different departments and areas of the City Council. Each one of these areas will detect that other actors of the community that make up the City of Sant Feliu de Llobregat may have a strategic interest in their participation in the EdiCitNet project. City Team Building process is ongoing.

We must highlight the fact that the call for general, municipal and European elections in the coming months (April and May) can significantly affect the normal progress of the City Team Building. These calls significantly alter the workloads that the technical staff involved in the City Team support, as well as alter the order of political priorities. However, the partners will try to make the maximum effort to minimize the impact that the exceptionality of the next few weeks has on the normal progress of the EdiCitNet project. It is also worth noting that the potential changes that at the government level after the elections may have some impact still difficult to foresee, mainly due to the possible restructuring of departments, areas and personnel involved. Due to the internal dynamics of the municipality of Sant Feliu de Llobregat and the difficulty to find open spaces in the agendas of all the actors involved, we have accumulated a significant delay in the constitution of the City Team

Date of First City Team Meeting: On February the 4th, the first meeting of the City Team of Sant Feliu de Llobregat took place. This meeting was attended by representatives of the departments of participation, innovation, economic promotion, environment, sustainability and citizenship and equality. In this meeting, the bases for the operation of the City Team were established. On April 9th we have scheduled a second meeting of the City Team with the aim of continuing to consolidate and strengthen the Team and establish the basis for its final constitution.

Meeting schedule: The City Team is expected to meet on a quarterly basis. / Due to the high workload that support the different areas of the town hall that participate in the City Team

and the limited time available to meet we have not yet agreed on the frequency of the meetings but there is a pre-agreement to carry them out every six weeks.

Challenges identified:
- Very high risk that City Team 2.0 is composed of representatives from Council and City administration
- Upcoming elections and resulting uncertainties in local city administration

Recommended and adopted strategies:
- a focus on not election depended people was recommended by WP1 to advance with the Team building process
- a wholistic stakeholder analysis could avoid the City Team consists only of persons from the City

3.11 City Team Building in Šempeter pri Gorici

The Kick Off Meeting in Berlin was attended by the Mayor and a colleague who are very supportive of the project. Sempeter is a very small town of 3000 people who are particularly interested in wastewater reuse, in addition to other socially-related, urban nature-based solutions. No information is yet available as a new staff member has only just commenced her position to work on EdiCitNet who has not yet acquainted herself with the job. Moreover, the neighboring city Nova Gorica is partner in the consortium of a "Sister project" granted in the same call and involved persons know each other.

Date of First City Team Meeting: Not yet planned.

Meeting schedule: Emails have been sent to follow up on procedures every 4-6 weeks.

Recommended and adopted strategies to face the challenges identified:
- strong collaboration between the actors involved in both H2020 NBS Calls are recommended and will be guided by WP1,
- Slovenian EdiCitNet partners - Hidrolab and University of Llubiljana will be asked to support the process more intensively.

3.12 City Team Building in Ville de Carthage

Carthage has been very difficult to contact due to the recent entry into office of a new city government and limited people with the right profile in the administration at present They already recruited a new person in charge which is now on the way to prepare the City Team. Despite of this Ville de Carthage already reported that they have talked with the Heritage Agency to be involved in the City Team, a significant partner since the major part of the City is a heritage site and any changes in heritage need to be approved by UNESCO. Additionally, the hub functions very well – REACT as supporter in Carthage is in intensive exchange with the City and works together with them to create a City Team.

Date of First City Team Meeting: to be defined

Meeting schedule: to be defined

Recommended and adopted strategies to face the challenges identified:
- Other Tunesian EdiCitNet partners and WP1 will support to foster Team Building process by providing thematic knowledge, overcoming language barriers and the lack of experience with EU projects.

3.13 City Team Building in Montevideo

The City Team of Montevideo consists currently of members of the Ministry of Education, which is initiator of the educational programme "Plantar es Cultura", of experts on Urban Agriculture of the Faculty of Agriculture and of members of the City Administration (Department of Planning and Environment). Partially, team members are also involved in some of the numerous ECS initiatives related to schools and community gardens. The team started to perform a mapping of all local ECS initiatives in Montevideo. Up to know this is limited on urban gardening initiatives and do not comprise the whole spectrum of ECS. The main challenge of the local team is to get more relevant departments of the City administration on board and thus form the City Team 1.0. WP1 members had several meetings with identified actors to amplify the spectrum and involve those that have participating formats that effectively influence on the local urban debate. To achieve this a broader meeting to involve relevant key stakeholder is planned and will be supported by the coordination team. This is based on a stakeholder analysis which would provide the knowledge about the Key- Stakeholder in Montevideo.

Date of First City Team Meeting: 21st March 2019

Meeting schedule: to be defined

Recommended and adopted strategies to face the challenges identified:
- Internal conflicts on responsibilities within the Montevideo Administration, WP1 and the coordinator will contact persons in charge on a higher level of City administration to foster this process
- English language, lacking experience with EU projects will be addressed by supporting guidance by WP1

3.14 Remarks on participation of Havana, Suzhou & Heidelberg

Havana is still waiting for confirmation by the validation office of the EU. Suzhou (China) is already validated and will be included in the upcoming amendment process. This will hopefully take place in the next week latest when the Ministry of Agriculture in Havana is aproofed. The EC and the local EU representatives are strongly supporting the validation process. City Team building of Heidelberg stopped in an early stage due to internal problems of the partner IBA and their legal constitution, that could not be solved. Heidelberg will terminate their status as beneficiary of the project EdiCitNet in the upcoming amendment. The coordinators are currently discussing with possible new partner Cities or a possible upgrading of a Follower City (Berlin) to a Front-Runner City.

4. Conclusion

City Team building are a highly complex co-creational process, that are successfully initiated in almost all participating cities.

Intensive discussions on and analysis of stakeholder landscapes for each city have been initiated, but not yet finalized. This is an ongoing process with challenges identified for each city. A frequently occurring challenge is the often limited or misleading understanding that City Teams are not meant as "City administration teams", which resulted in many cities in a dominance of representatives from city administrations. Here, we currently rise awareness of partners that an inclusive participation of a wide range of societal groups expands administrative and scientific knowledge within the urban society. In turn, the collective intelligence enriches innovation processes. The adventure of an inclusive community of knowledge creates new knowledge systems that are currently tested in the emerging sustainability science shifting borders between administration, academia, society and politics. These inclusive communities of knowledge are linked to the activation discourse reshaping the conceptual foundations of citizenship especially regarding its exclusionary elements and foster socially linked knowledge production. Transformative literacy strengthens the discovery of different forms of knowledge, self-reflection of learners and self-organized, "real-world" oriented learning arrangements for inclusive transformation research. The co-creational process of each City Team is place-informed given that people bring knowledge that is relevant and embedded in specific places.

All FRCs and FCs have been invited to attend the first Annual City Team Meeting to be held in Andernach from 9-10th May. This event is being held alongside WP4's FC Meeting (7-8th May, Andernach). RSVPs to this event have been received from Andernach, Oslo, Berlin, Sant Feliu de Llobregat, Sempeter and Lomé, the Leads of Work Package 2,4,5 and 6 and other consortium partners, such as Solidarity Foundation, University of Barcelona, Spain, Transition Oststeiermark, Austria, Nolde & Partner, Germany, University of Ljubljana, Slovenia and Mundraub, Germany. We expect more detailed conversations about building and refining City Teams to occur in person at these events.

5. APPENDIX A: DETAILED CITY TEAM COMPOSITION

(Please note: Some City Teams also identified substitutes as requested in the Governance Guidelines. For clearer reporting, we have included these in the list as people to attend the broader stakeholder meetings/ events.) Names have been removed to respect privacy standards.

ROTTERDAM

Role	Reason for participation in City Team
CITY TEAM 1.0 (as of 28/03/19)	
Chair	Project leader European projects City Coordinator for Rotterdam and its local partners. City Development department.
Secretary	The municipality is hiring a 'green broker' who will fulfil the role of connecting people within the different green initiatives within Rotterdam. Part of his job will be within the EdiCitNet project
Living Lab coordinator	Linking person across government departments; knowledge of urban greening processes; sensitivities to how things happen both internally within government and across networks through city; Engineering/ Project Management Department
City Council	Colleague in project team on grants; social background - sociology; linking with WP6; link to social indictors and enterprises; City Development department
City Council	Policy consultant; health; participation; green initiatives is her niche; Social Development (health section)
ECS networks	Groen Groeiplekken is his brainchild; lots of experience as community organiser; connections to marginalised communities; initiator of various political actions; work in challenging areas of the city
Education/ academia	She's an anthropologist who has worked in the field of Edible greens in Havana, Berlin & Wageningen
ECS networks	Work together with Rutger; decision making team of GGP; similar roles and experience; work in challenging areas of the city.

ECS networks	Works in Botanical Gardens with lots of migrant communities; expertise in social engagement and women.
ECS networks	Eetbaar Rotterdam (no longer running but informal network still intact); action group; experience of land access and knowledge sharing across ECS activities.
Possible candidates for City Team 2.0 (as of 28/03/19)	
Social entrepreneur	Stichting Voedseltuin (Foundation Foodgarden); producing food in diplated area of the harbour; had vision of social entrepreneurship; great potential for business development
ECS network	Groen Connectie Delfshaven; head of established multi-sectorial green and health connection/ network
Former food policy council	Civil servant; volunteer at ECS gardens + former member of food policy council (volunteer organisation) in Rotterdam
Foundation	Rotterdams Milieucentrum; environmental centre; hands on activities with members of local community; good with regulation

ANDERNACH

Role	Reason for participation in City Team
CITY TEAM 1.0 (as of 25/03/19)	
City Council / Education/ academia	Urban planning department, City of Andernach; Coordinator/ Co-Initiator of Edible Andernach (8 years experience), works on other greening issues across council, lecturer of Uni. Bonn in agro-biodiversity, Urban Planning. Lecturer at the university of Bonn; supervision of academic projects at Edible Andernach
City Council	Urban planning department, City of Andernach, experience in project management, experience in governance, topics of biodiversity, impact of agricultural chemicals on biodiversity, experience in scientific communication with different stakeholder groups, Uban Planning
City Council	Co-Initiator of Edible Andernach; works for council as Head of Social Department; access to all kindergartens, primary schools, public kitchens, refugee camps, unemployed people (secondary covered by different level of government), Social Welfare, Youth Welfare; ECS sites are centrally coordinated by the City of Andernach and Perspective GmbH as a community group;

City Council	Construction office; perform construction work at edible Andernach. Will install the water pipeline and other construction work at the Living Lab.
ECS social enterprises	Professional gardener; contracted by non-profit organisation "Perspektive GmbH"; training of long-term unemployed people in gardening; maintenance of edible Andernach beds. Maintenance of Living-Lab area
ECS social enterprises	A member of Edible Andernach contracted by the non-profit organisation "Perspektive GmbH"; Responsible for permaculture garden (which was the first edible project in Andernach), farmer by profession, knowledge of preparing soil, tractors; experienced working with pigs and livestock. Maintenance of Living-Lab area
Possible people to invite to the stakeholder meeting to expand City Team 1.0 (as of 26/02/19)	
Community group	Volunteer Officer, "I'm in it" Volunteer Initiative
Citizens group	Andernach's Seniors Council
	Jobfux
Community group	Youth Scouts
NGO	Caritas
Citizens group	City Council Advisory Council on Migration and Integration
Citizens group	Disability Advisory Board
Community group	Heckenrose (Volunteer group)
Community group	Plant Exchange (Volunteer group)
Community group	Cooking Studio (Volunteer group)
Enterprise	One World Store is an outlet for the sale of edible city produce and an important information point
Enterprise	HerbaCarbo produces organic carbo and processes residues of refinement of medicinal plants, it's an innovator in the sector and creates green jobs
Enterprise	Maltaflor produces organic fertilizer, it's an innovator in the sector and creates green jobs
EU Project	Kreavert, another project about edible cities
Network	Slow Food participates in the annual events organized by Edible Andernach through the sale of local seeds, crops and slow food; It is also linked to an international network that provides a form of legitimization and a means of learning and support;
Community center	Family Home "house der families'
Possible candidates for City Team 2.0 (as of 26/02/19)	
Community Group	Youth Centre; social worker; LL is be held beside Youth Centre to work with youth from across Andernach
Network	Network of kindergartens and primary schools?
Network	Network of high schools
City Council	Urban Planning/ Green Planning, City of Andernach, may be helpful to facilitate access to possible land for ECS

City Council	Represents tourism in Andernach, ECS currently are a strong tourist interest with support from the Lord Mayor; Andernach.net
City Council	Represents Culture Department (government office), museum is a part of the culture department (where they want to have an Edible Cities exhibition)
City Council	Soon to be employed, Climate Protection Officer
Community group	Public kitchen (as a place where food is distributed to people in need). People would receive the food from the gardens if there's enough
NGO	Bund, Nature conservation organization (Naturschutzbund Deutschland)
Citizen	Representative of other potentially involved underrepresented groups such as senior groups or migrants

OSLO

Role	Reason for participation in City Team
CITY TEAM 1.0 (as of 28/03/19)	
Chair / council (AUE)	Project coordinator City of Oslo/Agency for Urban Environment, involvement in Oslo Urban Farming strategy "Spirende Oslo", experience from urban renewal program, run volunteer organisation in Transition Town movement, involvement in different ECS projects in Oslo
Secretary / council (AUE)	Employed at AUE/Urban Farming, wrote the Urban Farming strategy in Oslo, responsible for funding for urban farming projects (2million kroner per year), worked at food education centre for children in Oslo
City Council	Head of Dept for Climate and Environment in Agency for Urban Environment, leader of Oslo Urban Ag team, works with lot of environmental strategies for municipality, environmental statistics, co-author of Green European Capital proposal
Secretary / council (AUE); Enterprises	Employed at AUE/Campaign on Urban Agriculture for Oslo, start up founder of ECS 'Herbanists', involvement in other ECS projects in Oslo
City Council	Project leader, Government Agency for Unemployment, working on innovative ECS projects for providing refugees with practical job trainings and creating long term employment, involvement and partnership with green start ups/ business, background in entrepreneurship.
ECS social enterprises	Team leader or employee of Sinsen Salaten, refugee, lives in social house, responsible for training others and expand the project
ECS Community Groups	Founder of foundation LifLaga responsible for project management and marketing; LifLaga is a foundation that works towards inclusion of youth in society through social apple picking events, placed in marginalised area (urban renewal program); focus on youth; he's also a youth worker for the municipality and has a strong connection to the local youth club; has supported local youth to start their own SE (Epleheltene); working with seniors; Norwegian apples with link to cultural heritage
ECS Community Groups	Volunteer at foundation LifLaga, local youth, connection to youth club, responsible for accounting in organisation / resp for sales in local shopping center, contact to library and artist project
ECS Community Groups	Neighbourhood Incubator - offers local citizens in area of urban renewal program financial and educational help to start a social enterprise, focus on community building

ECS Community Groups	Unlimited Youth, youth group of Tøyen unlimited concentrating on giving sponsorship to youth in urban renewal program; helping people to do start ups in local businesses
ECS social enterprises	Student at Stovner secondary school in entrepreneurship, founder of Social Entrepreneurship Epleheltene (Apple Heroes), community member, uses ECS as a tool for social integration and building of communities
Academia / Education	NIBIO - leader WP5, responsible for indicators, following Oslo due to language barrier
Enterprises	Director, Nabolagshager - lots of experience in business models for ECS (for example author of book on urban agriculture, roof top gardens, gardening in public spaces as inclusive and social spaces), leader of WP6, access to marginalized communities (Somali) in Grønland
Education/ academia	Teacher at local school Stovner vgs responsible for leading the course in entrepreneurship, supporting project Eplehelter, establishing project on school grounds, school is placed in urban renewal program (marginalized area)
Education/ academia	Teacher at local schools in urban renewal program (marginalized areas), responsible for leading the course in entrepreneurship,
ECS networks	Vollebekk factory project manager, hub/network for social and green enterprises, part of a network for SDG, founder of social enterprise Epleslang (ECS), part of community groups, lots of experience in urban agriculture
ECS Foundation	Director of 4 museum sites including Linderud gård (farm) which is developing its own urban ag site, open to collaboration with multiple stakeholders including community groups, school, shopping centre, pop ups/ social entrepreneurs, connected to national network of urban agriculture; area is within urban renewal program (ie. marginalized peoples); site of cultural heritage, excellent position between flats, council land, new developments; farmers onsite; very interested in focusing on business uptake/market channels through invovlement of the local community
ECS Foundation	Representative of Bygdøy Kongsgården foundation that has a farm on outer peninsualar; garden where they work with NAV; different greenhouses and zones; they have bees; collaborated with Bybi (NGO); have shop and café where they sell products from the garden
Local citizens	All stakeholders are local citizens from different parts of the city – local community members will be invited after the first meetings have pin pointed to what and where the Living Lab will be
Possible people to invite to the stakeholder meeting to expand City Team 1.0 (as of 28/03/19)	
Education/ academia	NIBIO - leader WP5, responsible for indicators, following Oslo due to language barrier
Enterprises	Project manager, Nabolagshager, leader of WP6, lots of experience in business models for ECS
Local youth community group	Representative from Epleheltene
Community group + local citizen	Volunteer from foundation LifLaga, local youth, connection to youth club, responsible for accounting in organisation / resp for sales in local shopping center, contact to library and artist project

Council + enterprise	Project leader, Nav Grünerløkka (Government Agency for Unemployment), working on innovative food projects for briingng in refugees, involvement with start ups/ business, entrepreneurship background
Community member/citizen	Team leader or employee at SinsenSalat resp for site daily tasks, refugee, living in social housing, local community member, formerly unemployed
Council + local citizen	NAV/Social worker, started urban farming group in communal houses to create a social meeting place, close to/part of urban renewal program, initiated selling of ECS product (urtesalt) together with local citizens with revenue going back into farming project
Community member, local citizen	local citizen living in social housing, taking on leading role in urban farming project initiated by NAV (Jenny), unemployed, could be interested in starting a SE through this project
Community member	social housing
Public services	links to seed saving, tool library (tool pool), community centre, open 24hrs, accessible to all, possibly moving into shopping center next to farm
Business	Liflaga has arrangement with local shopping centre with allocated free shop & work with local library; Linderud gard also has a relationship with the local shopping centre
enterprise / community group	ByBi, local beekeeping group that sells local honey, educates beekeepers and campaigns for pollinating plants and insects in urban environments
Council / lawyer	Municipality to support possible production and purchase of ECS goodsservices from newly created enterprises emerging from the LLs.
State / lawyer	could be good to think ahead in terms of regulations for new businesses
Council	working in local district; strong connection to Urban renewal program Groruddalen; could access council land (so could be good to extend?); important for bringing in municipality interest and bringing together marginalised communities
Council (local city district) + community program	Responsible for parks / Bydelsrusken, leader of project Miljøhus Sofienbergparken: Munipality compost and community program in the park; involvement of long term unemployed; very successful program with respect to integrating with local community in disadvantaged area
district) + community program	Responsible for project Miljøhus - Section Qualification and Environment (seksjon for Kvalifisering og Miljø)
NGO - Council	City Farmer at community farm Losæter, management of farm, connecting community of private people, NGO`s, volunteers, municipality
NGO - Council	City Farmer at community farm Losæter (50%) funded by Norwegian Famers Organisation, management of farm, connecting community of private people, NGO`s, volunteers, municipality. 50% consultancy work

| **Council** | Rep from Bykuben | Possible stakeholder as link between public and municipality - appear obvious but not yet established; involved in European Green Capital |
| **Council** | Rep from Pollinating Insects campaign | |

LOME

Role		**Reason for participation in City Team**
CITY TEAM 1.0 (as of 23/03/2019)		
Chair	EdiCitNet Lomé	
Secretary	EdiCitNet Lomé	
	EdiCitNet Lomé	
District representative	RVT, District Agoè sogbossito	
District representative	RVT, District Agoè, Lomé	
District representative	RVT , Agoè Logopé	
District representative	RVT, Agoè Démakpoè	
District representative	District Agoè Adjougba	
District representative	RVT, Agoè Kové	
District representative	Agoè Assiyéyé	
District representative	RVT, District Agoè Kové	
District representative	RVT, District Agoè Assiyéyé	
Education/ academia	GEVES, Cité D, Université de Lomé	
Education/ academia	ANENSE, Université de Lomé (Agoè),	
Possible people to invite to the stakeholder meeting to expand City Team 1.0 (as of 14/01/19)		

NGO	Gelavor – an NGO with strong expertise on compost-making
Social Enterprise	Youth impact for sustainable development – an enterprise that provides catering services, to which the project may sell extra produce
NGO	OADEL (Organisation pour l'Alimentation et le Développement Local) – an NGO working on food and development issues
NGO	ANASAP – an NGO working in the field of cleaning in Lomé that could help to give visibility to the project
NGO	ENPRO – an NGO that works on compost with Gelavor
NGO	TARAGRO
NGO	OOADDD (Observatoire Ouest Africain pour le Développement Durable) – an organization that promotes organic agriculture

BERLIN

Role	Reason for participation in City Team
CITY TEAM 1.0 (as of 04/02/19)	
City Council / Chair	Senate Department for the Environment, Transport and Climate Protection - environmental justice/ fair environmental conditions
City Council / Secretary	Senate Department for the Environment, Transport and Climate Protection - environmental justice/ fair environmental conditions
City Council	Senate Department for education, youth and family – Program "Green goes school"
City Council	Senate Department for economy, energy and enterprises – Smart City and Start ups
City Council	Senate Department for the Environment, Transport and Climate Protection – Urban gardening
Public Organization	Chamber of Industry and commerce (IHK) – green and sustainable enterprises
Community Organization	One of the municipal residential building cooperatives – neighborhood gardens and private
Network	Conference of the municipal departments for gardening and greenery
ECS networks	Urban Gardening Network
ECS networks	Nutrition Council
Enterprise	Mundraub (EdiCitNet Partner)
Enterprise	Nolde und Partner (EdiCitNet Partner)

SEMPETER

Role	Reason for participation in City Team
CITY TEAM 1.0 (as of 18/02/19)	
Chair	Mayor of Sempeter
Secretary	Responsible for International Cooperation Projects on behalf of the municipality
Possible people to invite to the stakeholder meeting to expand City Team 1.0 (as of 22/11/18)	
Community organization	VDC Zelva – a company, which employs handicapped people in green area maintenance, e.g. grass cutting, etc.
Community organization	Cebelarsko druzestvo – bee-keeping association
Community organization	Druzestvo zena – women's association – an association of elderly women, who maintain old traditions of healthy cooking and organize events e.g. support the organization of the local town festivals in Vartjoba and Sempeter
Foundation	BTI Planota – foundation involved in many projects, specialists in EU projects which work with smaller associations
Enterprise	Producer of plant seeds; they are interested to sell seeds but can also help to choose the right plants for the right place and season
Enterprise	OS Ivana Proba – primary school – not much space but has a small garden
Enterprise	Biotechnica Sola – secondary school focused on agricultural education; they have a large agricultural garden and sell their own products
Enterprise	PTP – business incubator (Prmorski technological park), supports many start-ups, has connections with small companies, a large building and experience with EU projects
Education/ academia	University of Nova Gorica – environmental department
Public entity	Regional development agency – company founded by the municipality responsible for EU projects

LETCHWORTH

Role	**Reason for participation in City Team**
CITY TEAM 1.0 (as of 25/03/19)	
Chair	Head of the Letchworth Sustainability Forum
Secretary	Food scholar who works with LGCHF at the International Garden Cities Institute (IGCI) in Letchworth through an MoA with her university and has contributed work to EdiCitNet
Foundation	EdiCitNet signatory for Letchworth
Education/ academia	Scholar at Letchworth who is undertaking food related doctoral research in Letchworth as part of her University of Hertfordshire Herts Knowledge Exchange Partnership
Network	Transition Town Letchworth
Enterprise	Business with an interest in food in the town
ECS Community	Community with an interest in food in the town

MONTEVIDEO

Role	**Reason for participation in City Team**
CITY TEAM 1.0 (as of 27/03/19)	
Chair	Director, International Cooperation Projects, Ministry of Education and Culture (MEC)
Secretary	EdiCitNet Project Coordinator
Ministry	Coordinator, Science and Technology, MEC
Ministry	Coordinator of Programs and Transversal Projects in Directorate of Education Uruguay, Primary / Secondary Education, of Ministry of Education and Culture, M.E.C. Noel will probably not continue but a different person from the same department will participate in her place
Ministry	Prog "Plantar es Cultura", MEC
Education/ academia	Faculty of Agronomy, University of the Republic, UDELAR
Education/ academia	Gardens in educational centers, University of the Republic, UDELAR
City Council	Executive Director of Resilience Executive Unit, Planning Department, Municipal government of Montevideo
City Council	Resilience Executive Unit, Planning Department, Municipal government of Montevideo
City Council	Resilience Executive Unit, Planning Department, Municipal government of Montevideo
City Council	
City Council	Department Rural Montevideo, Municipal government of Montevideo
Possible people to invite to the stakeholder meeting to expand City Team 1.0 (as of 27/03/19)	
Ministry	Project "Socioeducational Modules", 19 Gardens in Schools and Lyceums

Ministry	Environmental Education Project RENEA
Ministry	Scientific Culture, project "Entrebichitos", Clubs of Science
Ministry	Program "Planting is Culture", "PAS", "CECAP" associated with informal education, including in jails

SANT FELIU DE LLOBREGAT

Role	Reason for participation in City Team
CITY TEAM 1.0 (as of 11/03/19)	
Chair	Citizenship and Equality Department, Local Government, Sant Feliu de Llobregat
Secretary	Citizenship and Equality Department, Local Government, Sant Feliu de Llobregat
Possible people to invite to the stakeholder meeting to expand City Team 1.0 (as of 21/01/19)	
City Council	Environmental Department, a person responsible for the Agricultural park
City Council	Environmental Department, a person responsible for green schools
City Council	Innovation Department &Co-Innova Sant Feliu de Llobregat, an innovation center that serves as an urban lab aimed at stimulating citizenship engagement and co-creation in processes of digital-based innovation with a focus on addressing social and environmental challenges in Sant Feliu de Llobregat and the broader region (as of 11/03/19)
City Council	New Office 2030, which is expected to work on the next 10-year plan of the city (also linked to the SDGs) and on projects of internationalization
Community group	Solidarity & Cooperation Committee, an informal group of different social actors and council representatives
Community group	A representative from the Social Committee that helped the administration to prepare the Social Rescue Plan; the group involves a professional team of persons working in Caritas, Solidanca, a company that provides information and advice to unemployed and vulnerable people, etc.
Public administration	Representatives from the metropolitan government
Association	Local Schools' Parents' Association
Association	Non-formal educational initiatives (e.g. boy scouts; ESPLAI)
Association	Farmers' Association (professional farmers who could support the project and who would like to be involved
Foundation	La Caixa Foundation
Education/ academia	Food Campus of the University of Barcelona in Torre Rivera
Community groups	non-formal civic centers concerned with a broad range of themes where many young people go

CARTHAGE

Role	Reason for participation in City Team
CITY TEAM 1.0 (as of 12/03/19)	
City Council	City of Carthage
NGO	Director, REACT, EdiCitNet Partner
NGO	Researcher, REACT, EdiCitNet Partner
Public entity	Heritage Agency

6. APPENDIX B

1. Andernach: City Team Meeting Minutes

Date: 13.03.2019	

Agenda:
- Important information about allocation of funds:
  Clarification about the procedure when spending money on the EdiCitNet-Project.
- Fence for Living Lab:
  Discussion about the position of the fence, the material used etc.
- Time schedule for the Living Lab:
  Next week the LL-area will be measured. Then the soil will be fertilized. Fence should be ordered. In April the area is seeded.
- Planting plan:
  Discussion about the plants at the LL.
- Water pipeline for LL:
  It is discussed if we could get water access from the youth centre. I. will ask colleagues from underground construction department.

Date: 14.03.2019	Meeting at the Youth Centre

Agenda:
- I. presents EdiCitNet-Project and the Living Lab.
- J. informs about the youth centre and the onegoing projects and workshops.
- Collection of ideas for projects at the LL:
  - Kids like barbecue → cultivation of barbecue vegetables (paprika, corn, zucchini)
  - There is a bakery workshop → planting fruits for the cakes
- Collection of fears:
  - If biodiversity is enhanced than there could be more insect bites. Social workers appreciate more insects but they will have more work if kids are stung.
  - Vandalism by kids, especially during rock concerts
- Time schedule for next actions:
  - At "day of the open doors" in may I. could present Living Lab and engage new participants.
  - Social workers need some time to think about new projects. We will talk again in may.

Date: 20.03.2019	

Agenda:
- Fence for LL:
  Discussion about different offers and materials.
- Door for LL:
  Discussion about what kind of door to use.
- Water pipeline:
  The issue is complicated. Discussion about other people and companies to involve.

Date: 27.03.2019	

Agenda:
- Practical student for EdiCitNet:
  I and L. inform about the practical student coming in April.
- Citizens ask for berry shrubs:
  According to the question of citizens there will be some shrubs planted at suggested places. G. mentioned, that people ask for shrubs, but they forget to water them and then the plants dried.

- PhD-student at permaculture:
  L. informs about a PhD-student, who will analyse soil fertility and biodiversity at the permaculture this year.

Date: 27.03.2019	Meeting of the heads of the 8 municipal kindergartens

Agenda:
- I. informs about the EdiCitNet-Project and the Living Lab and invites for participation.
- Questions by participants: how to reach the Living Lab? informs that the city will provide busses for the kids.
- Heads of the kindergartens told they will think about the project and contact I., if they need further information or would like to plan a project.

2.   Rotterdam: Save-the-Date for City Team Meeting
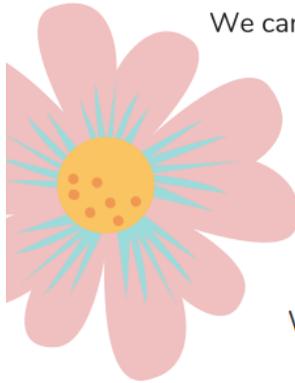
3. Oslo: Invitation to City Team Meeting
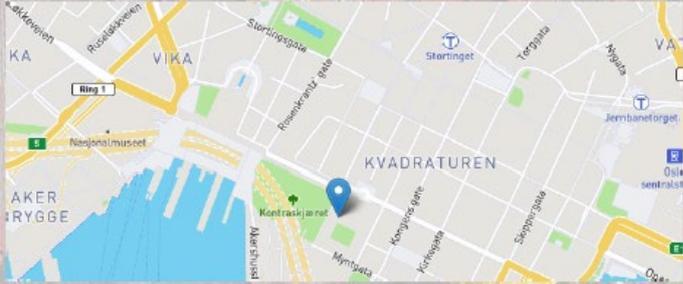
4.   Montevideo: City Team Meeting Minutes

Date: 21th March 2019, 10:00 pm – 12:00 pm
Participants: see attached list
Topics treated: according to agenda

1.   **Welcome**, Direction of International Cooperation and Projects (CIP) and Ministry of Education (Mec)
     The participants present themselves, their work and their (current and carried out) projects related to the meeting´s topic, and other new participants

A-   Direction of Education (Mec), in representation
     A1- Project "Socioeducational Modules ", 19 vegetable gardens in 19 schools and colleges, (coordinator Ana Sosa)
     A2 – Area of environmental education RENEA
     A3- Scientific culture, project" Entrebichitos", Science workshops
     A4- Program "Planting is Culture", "PAS", "CECAP", context of prisons and related to non-formal educational spaces; offering resources like seeds and tools

B-   Faculty of Agronomy and IMM (quartermaster), Botanic Garden
     B1 – Project "Planto y Aprendo" PHCE (Program of vegetable gardens in educational centers) of the Faculty of Agronomy, schools and colleges, total of 19 centers, 13 centers in Montevideo, others in Canelones and Maldonado
     B2 – Vegetable Garden in Botanic Garden (IMM)
     B3 – Participation in Project "Participative Environmental Nods" NAPS, initiative of "Cristianos en Red", arises from the needs of the population: urban gardens as a workshop, environmental education, sorting of garbage (organic, plastic, cardboard and facilitating final disposal as well as making it easier the use of compost in the gardens); included organizations (among others): Retos al Sur, RETEMA, Amigos del Viento

C-   Faculty of Agronomy, Environmental Systems
     Coordinator together with B1-PHCE*
     C1- Demonstration unit of Composting, from residue to nutrient, "+Compost -Waste".
     C2- Student Garden in Faculty of Agronomy (working with the community)
     C3- "Uruguay grows and cultivates with you", MIDES (Ministry of Social Development), 3 spaces of CAIF, 1 prison of women with children (Unit Nº 9)
     C4- Program "FOCO" in PAGRO, (financed by MIDES)

D-   IMM Resilience and Planning Unit.
     D1- "Plataforma Montevideo Decide" (Initiative of vegetable gardens in public spaces), objective: to strengthen new and existing initiatives; currently, it´s in the planning phase
     D2- Promotion and colaboration within the IMM with other areas such as Montevideo Rural, Direction of Public Spaces

E-   Representative of Montevideo Rural, IMM Departament of Economic Development (work on demand)
     E1- Project "Montevideo rural", the incorportation of rural space in Montevideo is very important for the city and the country, and that is why we have to preserve it
     E2 – Specific programs and projects, profile Urban Agriculture, process of rescuing new urban farmers, through training, node strengthening, input generation, seed delivery: in Santa Catalina, Cedel, Pagro, Peñarol
     E3- PTI, (Parque Tecnológico Industrial) quarter Cerro, Living Seed Bank, place of multiplication, compost, links and networks. Neighbours project for composting; compost has enormous potential.
     E4- Project " National Agroecology Plan " recently approved in parliament. Ideological point of action. Vision to strengthen emerging groups of neighbors.

2 – Presentation of EdiCitNet Project through PPT
3 – Definition of Objectives

1- Mapping of initiatives and actors: for the participants it is a dream and a necessity.

There is the possibility of a "participative" mapping at a community and educational level, with a QR code and the use of the program Ceibalitas, codification for a database generating information layers which show the different levels of implementation and development.. (Project of the Ministry of Education with a database in Google Maps for schools)
The advantage of a QR code is that it´s accessible in an open space.

At the end, the issues for the next meeting were listed;
- Survey: Master's Degree in Agronomy, + foreign intern
- Schools associated with the UNESCO network
- Agroecology as a model, the National Plan of Agroecology was approved, friendly production, safe food based on agroecology (a commission was formed that has one year to generate the plan)
- Alternatives of commercialization of food, agrifood unit, price and facilitate access to quality food, e.g. from the garden to the plate.
- Montevideo as a territory, the rural and the urban basted.
- Volunteer program Mides (800 people), to articulate, to generate orientators of Huerta

The objectives are going to be spoken about in the next meeting, where new participants are going to be presented.

Result:
Necessity to connect all projects for the planning and the "Edible Cities Network". Moreover, the collaboration between the ministries, the quartermaster, the faculties and the schools are very important. Dialogue with civil people and community groups.

Topics for the next meeting:
Point 3 and 4 of the agenda, propositions of the members for the project

Date: 04.04
Time: 15 p.m

5. Berlin: City Team Meeting Minutes

EdiCitNet City Team Meeting 26.03.2019
Berlin

First Meeting of EdiCitNet Berlin City Team at the Senate Department of Urban Planning and Housing at 26th of March 2019

1. Welcome by Senatsverwaltung für Stadtentwicklung und Wohnen Berlin
2. Introduction into the Topic Edible City Solutions and related Benefits by UBER
3. Presentation, Expertise and Motivation of all City Team Members by all
4. Presentation of the EdiCitNet Project by UBER
5. EdiCitNet related approaches and strategies in Berlin Administration and Governance
6. Open Discussion, Who is missing in the team? and Get together

Type of organisation / Role in City Team (Chair, Secretary, Coordinator of Living Lab, etc.)	Core member	Substitute	Reason – core (please describe ECS relevance and expertise)	Reason – substitute (please describe ECS relevance and expertise)	Other comments
City Council					
Senate department for urban development and housing	Social urban development				

Senate Department for the Environment, Transport and Climate Protection	Green space strategies	Environmental justice
Senate Department for Justice, Consumer Protection and Antidiscrimination		Nutrition
Senate Department for education, youth and family	Program "Green goes school"	
Senate Department for economy, energy and enterprises	Smart City and Start Ups	
ECS Community Groups		
Prinzessinnengärtern		
ECS social enterprises		
Nolde& Partner	Water circulation	
Mundraub	Common greenery	
Education/ academia		
Humboldt University Berlin		
ECS networks		
Allemendekontor and Network urban gardens Nutrition council		
Other		
Kommission Landwirtschaft am Umweltbundesamt		
degewo City Wohnungsgesellschaft mbH (municipal residential building cooperative)		neighborhood gardens and private greenery
Chamber of Industrie an commerce (IHK)		Enterprises: gardens for employees

and nature
conservation

BUND for
environment and
nature
conservation
individuals

Scientist and
urban gardening
activist

History of
garden cities,
urban
gardening

6.   Lomé: City Team Meeting (Minutes to be provided by Lomé)

EdiCitNet European Front Runner City Meeting

From 4-5 March, IRI THESys was home to an EdiCitNet European Front Runner City Meeting. Together with representatives of the Cities of Oslo, Rotterdam and Andernach as well as the Royal Melbourne Institute of Technology (RMIT Europe), the participants exchanged first experiences of EdiCitNet City Teams and discussed first steps of Co-creation Workshops to design Living Labs. The Living Labs will provide a robust evidence base for efficacy and effectiveness of Edible City Solutions.

Visiting the ECS Startup Good Banks in Berlin

7.   Annual City Team Meeting: Save-the-Date and Draft Agenda

EdiCitNet: First Official City Team Meeting
9-10 May 2019, Andernach
(draft as of 29.03.2019)

9 May: What has been achieved so far?
8:30 – 9:30: Walking tour at Edible Andernach (City)
9:30 – 10:00: Visiting the Living Lab
10:00 – 10:20 Bus transfer from Living Lab area to Permaculture Centre
10:20 – 10:45 Coffee break
10:45 – 11:00 Welcome (City Administration, Andernach, EdiCitnet Coordinators)
11:00 – 11:30: City Team Meeting Expectations and Goals
11:30 – 13:00: Establishing EdiCitNet City Teams: Achievements, challenges and approaches
-   FRCs / FCs parallel discussion groups
-   Group presentations
-   Discussion

13:00 - 14:00: Lunch
14:00 – 15:30: Governing diversity within and across Edible Cities
-   Governance as a process
-   Glossary of shared project terms (interactive activity or include in group discussion above?)
-   Communication (within, across and beyond cities and the project)
-   Introduction to EdiCitNet knowledge mapping (hotspots, bright spots and knowledge exchange)

15:30—16:00: Coffee break
16:00 – 18:00: EdiCitNet knowledge mapping: strategies and approaches for learning and exchange
-   Exchange across FRCs and FCs
-   Exchange with other organizations and networks

18:00 – 19:00: Presentation(s) by a local/ regional actors/ initiatives (tbc)
19:00 – 21:00: Dinner to be held at Permaculture Centre (to seat FRCs with the FCs)
21:00: Transfer back to the city
10 May 2019: **Expectations and processes ahead**
9:00 - 9:30: Transfer to meeting venue by bus
9:30 – 10:30: Adapting governance guidelines to meet Edible City needs
-   FRCs / FCs parallel discussion groups
-   Group presentations
-   Discussion

10:30-11:00: Coffee Break
11:00-12:30: City Clusters (around shared interests and themes **-** parallel discussion groups)
-   Edible city mapping (Experiences from Mundraub, Rotterdam, Letchworth, Montevideo)
-   Engaging marginal communities and vulnerable groups
-   Special interest groups (business development, circular economy, etc….)

12:30-13:30: Lunch
13:30-14:00: Wrap-up and next steps
-   City Team TORs, Letters of Commitment, Living Labs Workshops, KIPs…
-   Process for proposing annual meeting topics/themes
-   Process for exploring ideas for and launching the EdiCitNet Awards

14:00-14:20: Transfer to Andernach City by bus
14:30-16:30: Parallel sessions (in City Council Office)
-   Indicator workshop (FRCs)
-   Match-making and small group workings to push ahead next step in the program