

Increasing territorial development planning capacities of planning regions and local governments of Latvia and elaboration of development planning documents

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Project title:	Increasing territorial development planning capacities of planning regions and local governments of Latvia and elaboration of development planning documents
Project implementer:	Ministry of Environmental Protection and Regional Development
Total budget:	EUR 1 195 823.32
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Agreement signed:	18.12.2013.
Place of implementation:	Latvia, duration 36 months, planned end date 30.11.2014.
Project partners in Latvia:	Kurzeme planning region, Vidzeme planning region, Riga planning region, Zemgale planning region and Latgale planning region, society „Urban Institute”. http://www.latgale.lv http://www.kurzemesregions.lv http://www.zemgale.lv http://www.vidzeme.lv http://www.rpr.gov.lv Urban Institute is an NGO, more information available: https://www.facebook.com/Urban.Riga
Project partners in Norway:	Information about Ministry of Local government and Modernisation of Norway is available: http://www.regjeringen.no/en.html?id=4 . Information about Oppland County is available: http://www.oppland.no Information about Østfold County is available: http://www.ostfold-f.kommune.no Information about Aust-Agder County is available: http://www.austagderfk.no/Information-in-English/
Target groups:	Primary target groups are the planning regions of Latvia, local governments of Latvia, non-governmental organizations of Latvia. The measures that are directly targeted at the capacity-building of the planning regions of Latvia have been planned for project activities 1 (all planning regions) and 4 (Kurzeme and Riga planning regions). The measures that are directly targeted at the capacity-building of the local governments of Latvia have been planned for project activities 2 and 3 and the measures directly targeted at the capacity-building of local communities have been planned for project activity 2. Secondary target groups are state institutions of Latvia, other legal entities and individuals.
Activities/results:	Project consists of five major activities. Activity 0. Project management. This project activity will provide administrative project management. It will be ensured by 2 project coordinators – one representing the Ministry of Environmental Protection and Regional Development of Latvia and the other representing Oppland regional county. The project coordinator in Latvia will be employed full-time but the project coordinator in Norway will be partially employed. In order to supervise the progress of the project implementation and evaluation of the performance indicators, a Project Steering committee will be established. The Steering committee, if

necessary, will discuss the amendments to the project schedule or budget to achieve the outcomes and results described in both the Project application and the Norwegian Financial Mechanism 2009-2014 programme "Capacity-Building and Institutional Cooperation between Latvian and Norwegian Public Institutions, Local and Regional Authorities". The Ministry of Environmental Protection and Regional Development of Latvia will also provide a project accountant and a public procurement specialist in order to ensure the conformity with Latvian and international normative acts that relate to accounting and public procurement. At least 6 public procurement procedures will be organised within this project activity, among these 2 open tenders. Additionally the Ministry of Environmental Protection and Regional Development of Latvia will appoint a financial planner, who will ensure effective finance acquisition planning, especially towards the end of the project.

Activity 1. Strengthening the capacity of planning regions for elaboration of regional development planning documents.

The goal of project activity 1 is to strengthen the capacities of the planning regions of Latvia in the field of regional development planning. Implementation of the activity will ensure that Latvian planning regions finish the elaboration of their development planning documents by the first half of the 2015. The documents will serve as groundwork for investment planning of territories, as well as a coordination of municipality investment needs and solutions at regional level, especially concerning issues that extends over one municipality borders.

The activity includes the following main directions of action:

-Exchange of experience between Latvian and Norwegian project partners that includes both the Norwegian experts' visits to Latvia to advise their Latvian counterparts during the elaboration of the development planning documents and participation in the discussion sessions and seminars organised as part of this project activity, and Latvian experts' visits to Norway to get acquainted with the Norwegian experience in the field of regional planning.

-The elaboration of the development planning documents for the planning regions of Latvia, such as the long-term sustainable development strategies and development programmes for the Kurzeme, Vidzeme, Riga and Zemgale planning regions and the Concept for the development of public services for the Latgale planning region, as well as Action Plan for the Development of Latgale Planning Region. The implementation of this project activity will also include the attraction of external expertise with the purpose to carry out a multi-faceted and detailed study on the settlement patterns in the planning regions of Latvia and the provision of public services as well as the elaboration of the cartographic material and geospatial data for the graphical part of the regional development strategies, the translation of regional sustainable development strategies into English and printing, thus providing the necessary support to the planning regions of Latvia during the elaboration of their development planning documents.

Activity 2. Improvement of territorial development planning capacities of local governments.

The goal of project activity 2 is to secure the capacities of the local governments and local communities of Latvia and to set the stage for

closer co-operation between local authorities and local communities. Project activity 2 includes the following main directions of action:

- Exchange of experience between Latvian and Norwegian partners that includes the Norwegian experts' visits to Latvia to advise their Latvian counterparts during the elaboration of the local development planning documents as well as the participation in the training seminars organised as part of this Project activity; the exchange also includes Latvian experts' visits to Norway to get acquainted with Norwegian experience in the field of local planning and community work in Norway.
- Exchange of experience for experts from Latvian local governments to participate in the OECD LEED training programme on local economic development planning tools for experts from local governments.
- The strengthening of the capacities of Latvian local governments' experts in the field of local territorial development planning. This includes a series of training seminars about local development planning for the specialists from the local governments of Latvia as well as training seminars of current situation analysis and development scenario simulation games "Future City" and a camp- summer school for development planning experts.
- The strengthening of the capacity of the local communities of Latvia in local planning. This includes selection of six local communities for the implementation of the pilot projects with the purpose to elaborate community development plans as part of a specially designed training programme for the local communities of Latvia. At the end of the training programme a report on the development of local communities of Latvia will be prepared.
- Guidelines for coherent and coordinated implementation of development planning documents of local governments and organisations/communities involved in territorial development will be prepared in order to strengthen the capacity of local communities in development planning and cooperation with local governments.
- To provide evidence based suggestions for raising capacities of local municipalities it is planned to conduct a research on territorial development planning in small and medium sized towns in Latvia, Norway and other European countries.

Activity 3. Establishment of linkage between the territorial development planning and budget planning at the local level.

The goal of the project activity 3 is to establish an identifiable link between territorial development planning and financial planning in the local governments of Latvia. Project activity 3 includes the following main directions of action:

- Exchange of experience between Latvian and Norwegian project partners that will encompass both the Norwegian experts' visit to Latvia to advise their Latvian counterparts during the implementation of the five pilot projects, and Latvian experts' visits to Norway to get acquainted with Norwegian experience.
- The establishment of the linkage mechanisms between the territorial development planning process and budget planning processes in the local governments of Latvia. Five pilot projects will be carried out in selected local governments of Latvia as part of this project activity. A series of performance indicators will be developed during of the implementation of these pilot projects that will serve as an example for other Latvian local governments and be used as part of the training seminars for the Latvian

local governments thus strengthening their capacities and ensuring the transfer of good practice.

-The development of methodological guidelines on the establishment of the linkage between the territorial development planning documents and budget planning in the selected Latvian local governments that will include an input from a Norwegian experts and be used as a reference material during the training seminars organised as part of this Project activity.

- Five training seminars will be organised for the local governments of Latvia on the Norwegian and Latvian experience in the establishment of the linkage between the territorial development planning and budget planning.

Activity 4. Elaboration of national long-term thematic plan for the coastal area of the Baltic Sea.

The goal of the project activity 4 is to develop a national long term thematic plan for the coastal area of the Baltic Sea. Project activity 4 includes the following main directions of action:

-The elaboration of the long-term thematic plan for the coastal area of the Baltic Sea that will include the coastal infrastructure development plan - a map of strategic development projects and detailed public infrastructure development plans with the purpose to improve the quality and functionality of priority development zones and objects. An integrated map will be used as a basis for the thematic plan for the coastal area taking into account data and other information obtained during the field surveys on evaluation of number of seashore visitors, anthropogenic loads and impact on vegetation, assessment of capacity and quality of public infrastructure in the coastal areas, as well as information from the coastal municipalities on proposed public investment projects and tourist flows. Together with elaboration of thematic plan, methodological guidelines for management and preservation of public waters will be elaborated, as draft Land management law foresees possession of public waters to local municipalities. Already today, based on the protocol of Cabinet of Ministers in 24 July 2012 (No. 41, 55.§) "On the determination of the responsible ministry drafting the legislation on possession transfer of public waters and the land beneath them in administrative territory of local government to the local government" set, several municipalities have taken possession of the public waters in their administrative territory, including the coastal area. Given that the management of local water bodies is a new responsibility of a local municipality and that sustainable coastal development and implementation of thematic plan needs to be ensured, a methodical material that will cover such issues as planning of use of public waters, harmonization of construction intentions, water leasing (including coastal areas), development of maintenance rules for public waters, information on the fundraising and the use of EU financial support, is required.

- The elaboration of the Public safety and rescue plans for the Kurzeme and Riga planning regions, which will be used as important components of the overall thematic long-term development plan for the coastal area of the Baltic Sea and contain certain provisions for the public safety and rescue measures in the coastal zone.

- Exchange of experience between the Ministry of Environmental Protection and Regional development of Latvia, the Kurzeme and Riga planning regions and the Aust-Agder and Østfold regional counties of

Norway to get acquainted with the Norwegian experience in the coastal planning and to participate in the discussion sessions and seminars organised in Latvia as part of this Project activity.

Activity 5. Publicity.

Project activity 5 includes the following main directions of action:

- The project publicity conferences on the progress during the implementation of the Project, the outcomes and results. Three publicity conferences will be organised during the implementation of the Project – the opening conference, the interim conference and the closing conference.
- Information on the progress during the implementation of the Project, the outcomes, results and other Project-related information in accordance with the 4th Annex to the Regulation of the Norwegian Ministry of Foreign Affairs on the Implementation of the Norwegian Financial Instrument 2009-2014 will be placed on the internet sites of the Project promoter and Project partners. Information on all internet sites will be provided both in Latvian and English.
- Press releases on the proposed events and implemented activities, including releases on the exchanges between Latvian and Norwegian partners, elaboration of the development planning documents, the strengthening of the capacities of Latvian local governments and local communities, seminars and other sub-activities and events.
- Press conference in Norway on the commencement of the Project, its objectives and tasks.
- Summary of experience stories (good practise examples and stories from the people involved in the project activities published)
- Audiovisual publicity material created about the project results.

Planned results:

- a) 4 long-term sustainable development strategies for the planning regions of Latvia;
- b) 4 development programmes for the planning regions of Latvia that include action plans;
- c) the “Concept for the development of public services in the Latgale Planning Region” and the “Action Plan for the Development of Latgale Planning Region 2015-2017”;
- d) 22 local governments of Latvia have improved their development programmes by introducing community involvement measures and training for local governments and communities;
- e) six local communities of Latvia have elaborated local community development plans;
- f) the report on the development of local communities of Latvia;
- g) 25 state, regional or local institutions have introduced territorial approach to investment planning;
- h) five local governments have improved and detailed their local development programmes in accordance with the established link between development planning and budget planning;
- i) the national long-term thematic spatial plan for the Baltic Sea coastal area, which includes Coastal public infrastructure development thematic plan, methodological guidelines for management and preservation of public waters and Public safety and rescue plans for the Kurzeme and Riga planning regions;

	<p>j) five strategic partnerships established between state, regional and local authorities of Latvia and Norway;</p> <p>k) 15 exchange trips to Norway and Latvia within project activities 1 to 4, including: - one exchange trip to Norway, two exchange trips to Latvia within Project Activity 1, - two exchange trips to Norway, four exchange trips to Latvia within Project Activity 2, - two exchange trips to Norway, one exchange trip to Latvia within Project Activity 3, - one exchange trip to Norway, two exchange trips to Latvia within Project Activity 4;</p> <p>l) one exchange trip to Paris to participate in the OECD LEED training programme within Project Activity 2 (this also includes a preparatory visit to Latvia for an OECD expert);</p> <p>m) training and public participation seminars, including:</p> <ul style="list-style-type: none"> - 51 seminar organised by the planning regions of Latvia within Project Activity 1 on the elaboration of the development planning documents and public participation, - 5 training seminars organised by the Urban Institute within Project Activity 2 as part of the training programme for the Latvian local governments, - 12 training seminars organised by Urban Institute within Project Activity 2 as part of the training programme for the Latvian local communities, - 5 training seminars organised by the Ministry of Environmental Protection and Regional Development of Latvia within Project Activity 2 as part of the situation analysis and development scenario simulation training module "Future city game" and 1 camp – summer school for development planning experts. - 5 training seminars organised by the Ministry of Environmental Protection and Regional Development of Latvia within Project Activity 3 on the linkage between territorial development and budget planning in Latvian local governments and on Norwegian experience in this field, - 5 seminars on the elaboration of the state long-term thematic plan for the coastal area of the Baltic Sea within Project Activity 4, including three seminars organised by the Ministry of Environmental Protection and Regional Development of Latvia (2 progress seminars, 1 public final seminar), one by the Kurzeme planning region and one by the Riga planning region. <p>n) implementation of project Publicity plan.</p> <p>o) 3 project Steering group meetings.</p> <p>p) guidelines for elaboration of development plans of local communities;</p> <p>r) report on small and medium-sized urban areas problems and the growth potential both at the European Union and Latvian scale.</p>
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