1. (a) Progress to Date

- 2nd SC Meeting, Thessaloniki held successfully.
- Minutes of 2nd SC Meeting compiled and circulated.
- 1st Progress Report (activity report and audited financial report) submitted to Interreg IIIC West Secretariat and accepted subject to revision
- The 7 Regional Appraisals of Futures Skills/Experience – all partners (2.4) – mostly complete and appraised
- Completion of the regional futures toolkit (3.2) by partners still in progress.
- Testing of the toolkit with a representative group of regional stakeholders not done/work in progress.
- Cardiff BS worked with IJD and FFRC to produce the inter-regional workshop materials at Turku (3.3 & 3.4) and the workshop presenters identified and engaged.
Each partner has in collaboration with regional stakeholders, begun the process of defining the two applications of the toolkit and the requisite *pro-formas* are already in place.

Partner work on the toolkit applications – scoping, background research etc. ongoing *(4.1)*.

Website completed and posted

BMW Region working on the dissemination brochure for presentation *(5.3)*.
1. (b) Next Steps

- 2nd Progress Report due 01.09.06
- Minutes of 3rd SC Meeting, Malta, to be circulated
- 4th SC Meeting to be held in Logroño, La Rioja in December 2006
- Evaluation of Turku workshops (2.9).
- Plans for implementation underway, more partner details and firming up required (3.5).
- Start and monitor the implementation matrix over the summer, ready for implementation in September (3.6).
- 2nd workshop to be held in the second part of September in Wallonie, date TBC.

- Partners to begin work on the toolkit applications (4.1)

- Brochure completion & distribution to partners (5.3).

- Early marker to be set for the group for the agenda for the concluding conference & BMW Region to secure a venue by December 2006 / January 2007 (5.4).
1.(c) Reporting

- Progress report approved by Interreg Secretariat and payment will be made by 1st/2nd week of July

- For project claim 1/1/06 - 30/6/06, all partners to return completed audit reports and forms to LP auditor by 10th August 2006
2. (a) Turku Workshop Review

- Feedback
- 17 forms returned
- The bulk noted high satisfaction with meeting institutional and personal objectives and training needs, with a slightly lower proportion re personal objectives
(1 = not at all, 5 = completely)

1. This event met my personal objectives
   median score: 3.9

2. This event met my institutional objectives
   median score: 4.1

3. This event supports my training/development needs
   median score: 3.8
Grading scale: Excellent–Very Good–Good–OK–Poor

6. How would you rate the organisation of this event?

Overall score: Excellent–Very Good

7. How would you rate the content of this event?

Overall score: Very Good

8. How did you rate the speakers?

Overall score: Very Good
What were the main benefits of the workshop and the most valuable things you have learned?

Exposure to various tools and their uses... Networking... means and objectives... methodology... overview of method, pros & cons of applying the futures tools... the toolkit tools very interesting... to learn about Foresight & Futures Toolkit...... I have a much better perspective on how I need to take forward the Futures work I will be commissioning... Made me think how the Foresight Techniques could be applied to my organisation’s situation and also for certain sectors .... Good speakers, Scenario and Delphi presentations good... stakeholders familiarised with toolkit... re-evaluation of tools as many opinions were stated.
2.(b) Planning for 2nd Workshop - Wallonie
3. Dissemination

(a) Brochure

- BMW to manage tendering & production
- A4 20 pager in English with back document pocket for local material agreed
- CD-ROM option to be explored and costed in addition
(b) Website
Up and running

(c) Other Dissemination Opportunities
e.g. Toronto World Futures (late July 2006)
4. Evaluation

- Various levels
- ADER
5. Futures Toolkit
6. Applications of the Toolkit

- (a) Regional Plans
  Partner Contributions

- (b) Inter-Regional Cooperation:
  Flipchart / matrix
7. Requests for Change in Operation

- Any adjustments to be considered and submitted before semester end i.e. December 2006
8. Next Meeting of the Steering Committee

9. Any Other Business