



Sustainable MED Cities



**Integrated tools and methodologies for sustainable
Mediterranean cities**

D4.2.2. Co-creation labs_guide

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Introduction and overview

1.1. Executive Summary :

This Co-creation labs_guide provides a wrap-up important level document with instructions for how to facilitate a Co-Creation Lab for future work in the three municipalities based on the work developed in the Integrated Tools and Methodologies for Sustainable Mediterranean Cities project.

The Sustainable MED Cities project defined and tested an open-source transnational system for measuring urban sustainability adaptable to any city and a passport to compare performances, and this was achieved through the adaptation of integrated tools and methodologies for sustainable Mediterranean cities.

The project goals align with the importance of stakeholder engagement, which is a crucial issue for the success of the Sustainable MED Cities project.

This document will describe what a Co-Creation Lab represents for the Sustainable MED Cities project.

2. Co-Creation Lab and sustainable Mediterranean cities project:

The sustainable Mediterranean cities project based on the sustainable retrofit of urban areas is a challenging task requiring careful planning and a high level of engagement between all stakeholders throughout the different phases of the process to ensure that the expected targets are met and that the project is financially, environmentally, and socially successful.

For this, the Co-Creation Lab is important to be created in the three municipalities.

A co-creation lab will be set up in each participating city to support a participatory approach to the development of urban retrofit plans.

The three municipalities labs will be a physical environment where co-creation can be engaged in order to involve the stakeholders in key moments of the decision-making process through a participatory approach, represented by the Participatory Guarantee System in the context of built environment assessment.

The Lab will explore innovative ideas and scenarios involving user communities as a source of creation. Indeed, these co-creation labs are fundamental to collecting expectations, views, and feedback on the different stages of the decision-making process from all the concerned stakeholders.

3. What is a Co-Creation Lab ?

Co-creation lab is the practice of collaborating with different stakeholders to guide the decision-making process while promoting a bottom-up approach. During a facilitated in presence workshop, participants with different roles align and offer diverse insights. Therefore decision-makers can obtain a more interconnected perspective of what a retrofit scenario should include. Through structured discussion, brainstorming, and ideation, co-creation workshops help to draw out ideas, risks, approaches, and clarity that can lead to better scenario designs and better outcomes during implementation.

The three municipalities held four Co-creation lab as LPCs meeting during the management process of the Med Sustainable project.

The three municipalities carried out four co-creation labs as local project committee meetings during the management process of the Med Sustainable project, and this on different dates and topics.

These four co-creation labs are a powerful tool to advance the progress in the participative approach methodology to

4. How to facilitate a Co-Creation Lab

Steps to structure the agenda for the co-creation lab:

1. Identify the objectives to be achieved.
2. Select the most appropriate activities to achieve the objectives: Brainstorming, prioritization, role playing discussions, prototyping, mapping, among others. Consider also starting with an ice breaker for the participants to get to know each other.
3. Create the participant list, with names, titles and organization based on the role of each stakeholder relevant for the project.
4. Identify a location to carry out the co-creation lab.
5. Prepare the documents necessary for the participants to be contextualised during the lab.
6. Structure the Session-by-Session plan, with topic, purpose, desired outcomes, time allotment, identification of facilitator or presenter, and participants, necessary materials to develop the selected activities.
7. Send the respective call to participate to the co-creation lab with the location, time, and date details as well as the necessary documents for participants to have all the information.

5. Three municipalities Co-Creation Lab experiences:

The three municipalities held four local project committee meetings (LPCs) during the process of studying retrofitting concepts in each urban area has been identified before defined by each municipality.

In addition to organizing awareness-raising and dissemination within the national events, a training workshop about the launch lecture of the SMC, and online training courses,

The Local Project Committees are the main strategy to actively involve target groups in the Sustainable MED Cities project.

In each participating municipality, a Local Project Committee (LPC) was established, and co-creation labs provided as physical environment for all the workshops Table N:1.

LPCs		Irbid Municipality	Sousse Municipality	Moukhtara Municipality
LPC1	Date	30/5/2022	20/5/ 2022	15/5/2022
	Venue	Irbid Headquarters	Sousse Headquarters	Moukhtara Headquarters
LPC2	Date	31/7/2023	20/5/ 2023	30/5/2023
	Venue	Irbid Headquarters	Sousse Headquarters	Moukhtara Headquarters
LPC3	Date	24/7/2023	11/9/2023	25/8/2023
	Venue	Irbid Headquarters	Sousse Headquarters	Moukhtara Headquarters
LPC4	Date	27/12/2023	26 /12 /2023	15/12/2023
	Venue	Irbid Headquarters	Sousse Headquarters	Moukhtara Headquarters

Table No :1 Co -Creation Lab Municipalities LPCs Meeting (Date /Venue).

6. Municipalities Co Creation Lab Benefits:

The LPCs activities took place in municipalities halls as a physical environment for the co-creation lab and this aims to :

- Enhancing Irbid, Sousse, and Moukhtara municipalities societal value by using their halls to engage stakeholders in the sustainable retrofit of urban areas experimentation .
- Encouraging Irbid, Sousse, and Moukhtara municipalities as local governments to promote citizen engagement through the creation of a physical environment.
- Promoting opportunities for community participation

7.Co-Creation Lab Municipalities Pictures

7.1. Sousse, Tunisia



PICs :1 Sousse Municipality - LPC Meeting .

7.2.Moukhtara, Lebanon



PICs :3 Moukhtara Municipality - LPC Meeting

7.3. Irbid, Jordan



Pics :3 Irbid Municipality - LPC Meeting

8. Conclusion :

The co-creation lab is a fantastic physical environment located in the three municipalities, where four LPCs were held within particular activities that required high levels of participation from all stakeholders at various stages of the SMC project's process.

The co-creation lab is meant to help the municipalities meet the project's anticipated financial, environmental, and social goals.

In the future, the co-creation lab will be incorporated into initiatives that further the Multi-Stakeholder Dialogue for the Development of Novel Sustainable Approaches to the Management and Planning of Mediterranean Cities.

9. Annex

Co-Creation Labs

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PIC 4 : Co-Creation brochure