

Project team on PPP Standard Transport Infrastructure - Airports

Team meeting draft discussion and action items

Thursday, 11 June 2015 [Conference call] session (15:00-16:00 CEST)

Participants	
Team	Thomas Frankl, Alex Gospodinov, Andrey Yushkov, Rosário Macário, Naresh Bana, Svetlana Maslova, Valerii Saenko, Vicky D. Kefalas
Invited	
Apologies	
UNECE Secretariat	Claudio Meza

Agenda item	Action/Decision	Responsibility	Deadline
1. Review of draft questionnaire (as posted on the team site)	<p><u>1. Revision of questionnaires</u> The two questionnaires (two versions, to be sent to public and private parties, respectively) are available for review by all team members. They can be edited either on the site, or be downloaded, edited and sent to tfrankl@adp.aero (please use revision marks in both cases). It is important to remember that the standards is looking to establish best practices, not necessarily current practices, i.e. the task at hand is not a compendium of PPP tactics but to (as much as possible) to identify existing and future improvements and innovations in planning and implementing PPPs. A definition of PPP (UNECE) will be added A section on best practices re: risk (assessment, distribution, etc.) will be added</p> <p><u>2. Structure of questionnaires:</u> There are currently six headings of sections which structure to questionnaires. The questions in parts identical in both versions, in parts specific to either of the parties. Team members are asked to amend the questionnaires by additional questions.</p>	<p>All: revise current versions of the questionnaires, with a particular emphasis on additional questions All: forward recipients for questionnaires (email addresses and phone numbers for any follow-up) TF: post updated versions to the site</p>	June 25, 2015
2. Agree distribution of questionnaire (timing, list of recipients, logistics, follow-up)	<p><u>1. Distribution and timing:</u> The goal is to distribute the questionnaires before the summer break, i.e. by mid-July. All team members are asked to share their contacts in the public and private sector to constitute a distribution list which should be <u>as large as possible</u> in order to ensure high credibility to the draft standards to be established from the output of the questionnaires.</p> <p><u>2. Tools:</u> it was agreed to use both Survey Monkey and an MS Word</p>		

Agenda item	Action/Decision	Responsibility	Deadline
	version, for recipients to choose as per their needs.		
3. AOB	Claudio reviewed the structure and usability of the airport PPP team site		
4. Next conference call	Friday, July 3, 15:00 CET (Geneva time)		