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Training the Trainers in Impact Assessment

IMPACT ASSESSMENT STUDY TOUR

London, United Kingdom

15th – 19th September 2008



The project is funded by the EU and implemented by Consortium led by
Pohl Consulting & associates

BIZimpact

“Improving Information to the Croatian Business Community”

IMPACT ASSESMENT STUDY TOUR 1

London, UK

Duration: 15-19 September, 2008
Arrival: Sunday, 14 September 2008
Departure: Friday, 19 September 2008

BIZimpact Project: “Improving Information to the Croatian Business Community”

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Accommodation:

Best Western Burns Hotel Kensington

18-26 Barkston Gardens, Kensington

London, England

SW5 0EN, Great Britain

Phone: 44 20 7373 3151

Fax : 44 20 7370 4090

<http://www.burnshotel.co.uk>

Local transport

We recommend use of Oyster Card / travel card as the best option: <http://www.tfl.gov.uk/tickets/oysteronline/2732.aspx>
Map, directions, tube lines, etc. <http://www.tfl.gov.uk/gettingaround/1106.aspx>

Croatian Embassy London

Ambassador: Mr Josip Paro
21 Conway Street, London W1T 6BN
Tel 0044 20 73872022 Fax 0044 20 73870310
Mail: croemb.london@mvpei.hr Website : <http://uk.mvp.hr>
Opening hours: Monday - Friday 09.00 - 17.00 h

Participants

- **Visnja Del Vechio**, MINGORP
- **Andrea Dokić**, HUP
- **Mirela Gudan**, HUP
- **Iva Jandriček**, HGK
- **Boris Kardum**, HOK
- **Jasminka Keser**, MINGORP
- **Jasminka Martinović**, HUP
- **Marina Mrvoš**, HAMAG
- **Astrid Mušura Kaučić**, MINGORP
- **Admira Ribičić**, HUP
- **Vesna Torbarina**, HGK
- **Anita Trbušćić**, MINGORP
- **Daniela Tupac**, HGK,
- **Alan Vajda**, HOK
- **Vesna Veliki**, MINGORP

- **Ricardo Pinto**, BIZimpact Team Leader
- **Damir Azenić**, BIZimpact Administrator

Agenda

Sunday, 14 September

Date/ time	Host / Contact details	Action / Topic	Comments
13:30	Meet at Zagreb airport	Do not forget your PASSPORTS! Distribution of per diems	Each person makes own travel arrangements
15:20	Departure of flight from Zagreb	Group ticket for 16 people Palma Turist (Nela) BIZimpact (Damir)	Damir will hold e-tickets
16:35 (local time)	Arrival to London Gatwick		
	Travel to central London	Gatwick Express to Victoria Obtain Oyster Card: District line to Earl's Court	
	Best Western Burns Hotel Kensington 18-26 Barkston Gardens, Kensington Cost GBP 74 per night // GBP 371 for 5 nights (to be paid individually during check-out)	All hotel rooms are booked under participants' names (Damir will hold reservation confirmation)	
	Free time		

Monday, 15 September

Date/ time	Host / Contact details	Action / Topic	Comments
9:30	Ian Ascough and Andy Harrison Department for Business, Enterprise & Regulatory Reform (BERR) Venue: Kingsgate House, 10 th floor 1006 Boardroom, 66-74 Victoria Street, London, SW1E 6SW	Arrival and coffee	See information pack for directions MAP 1
9:45	Skyers-Poorman Research and Consulting	Skyers-Poorman Research and Consulting Introduction and overview of week	Overview of programme, clarifications, etc.

10:15	BERR	Better Regulation Executive (<i>Ian Ascough</i>) & Enterprise Directorate (ED) (<i>Vicki Brown, Andy Harrison, Dilip Shah, Daniel van der Schans</i>) Overview on IA Process, consultation policy, regulating small businesses and the Small Firms Impact Test, and the EC's regulatory proposals contained in the Small Business Act. Followed by a discussion with policy experts and analysts on what this means in practice for those who develop IAs.	
12:00		Tea Break	
12:20	BERR	Enterprise strategy, Global Entrepreneurship Week, people issues around enterprise, etc Ann Carter-Gray, Ron Downing, Mike Paic and Vicki Brown	Panel discussion and presentation
13:00		Travel and Lunch	
14:30	Badrul Islam Ethnic Minority Enterprise Project (business enterprise agency) The Business Development Centre 7-15 Greatorex Street London E1 5NF	The role of enterprise agencies in supporting small business in the IA process	See information pack for directions MAP 2
15:30		Tea Break	
15:45	Lucy Kyle CIDA (Cultural Industries Development Agency) (business enterprise agency) Business Development Centre 7-15 Greatorex Street London E1 5NF	The role of enterprise agencies in supporting small business in the IA process	SAA
16:30	Free time		

Tuesday, 16 September

Date/ time	Host / Contact details	Action / Topic	Comments
9:30	Sarah Waddle Department for Environment, Food and Rural Affairs (DEFRA)	Welcome and introductions	See information pack for directions MAP 3 (to be confirmed)
9:45		Introduction to Better Regulation in Defra <ul style="list-style-type: none"> • Simplification plan • Impact assessments • Small firms • Consultation & guidance • Ministerial Challenge Panel of Regulation 	
10:45		Environmental Permitting Programme	
11:30		Whole Farm Approach	
12:00		Netregs	
12:30		Next Steps <ul style="list-style-type: none"> • Policy Cycle • Assurance & Approvals • Small Firms – Explanatory Memorandum • Regulatory Budgets 	
13:00	Leave DEFRA	Travel	
14:30	Lunch	Lunch provided by Business Link	
15:30	Benjamin Smart Business Link London (business enterprise agency) Link House 292 – 308 Southbury Road Enfield, Middlesex, EN1 1TS	Welcome to Link House and a briefing Business Services to Clients Benjamin Smart Intellectual Property and Implications for Businesses Bob Linsey Advisory Team intervention with clients – Case Study Akram Din Enterprise Agency (ESO) presentation on how they assist ethnic minority businesses The regulations that affect businesses in the UK Case Study Questions and answers	See information pack for directions MAP 4
17:00	Free time		

Wednesday, 17 September

Date/ time	Host / Contact details	Action / Topic	Comments
9:30	Rachel Ward Better Regulation Unit, Europe and International Division, Department of Transport (DoT) Room 5b, Southside, 105 Victoria St, London SW1E 6DT	Arrival at Southside to meet Rachel Ward	See information pack for directions MAP 5
	DoT	Welcome and introductions Mr. Graham Pendlebury, Director, Environment & International Impact assessments of DfT Central co-ordination in the Department and the role of the Better Regulation Unit - Working with economists - Next steps Ms Rachel Ward Mr James Lambert Case study 1: Streetworks Developing domestic policy when stakeholders are disengaged Dr Sachin Suchak	
11:00	Tea break		
	DoT	EU better regulation Commissioned impact assessments Working with the UK Better Regulation Executive's EU team, Rachel Ward Case study 2: New Car CO ² Negotiating European legislation where there are implications for UK industry Ms Sarah Love, Mr Dennis Morgan	
	Lunch	Lunch	Lunch provided by DoT
13:30	DoT	Leave DoT and travel	

14.30 <i>(to be confirmed)</i>	Shahid Miah London Development Agency Palestra 197 Blackfriars Road London SE1 8AA	The role of the LDA in relation to regulatory impact assessments with a focus on intellectual property rights.	See information pack for directions MAP 6
16:00	Free time		

Thursday, 18 September

Date/ time	Host / Contact details	Action / Topic	Comments
10:00	Frances MacAndrew (Head of Equalities) London Development Agency Palestra 197 Blackfriars Road London SE1 8AA	Arrival and refreshments	See information pack for directions MAP 7
10:45	Frances MacAndrew (Head of Equalities)	Equality work at the LDA Arun Batra, Director of Equality Questions and answers Equality IA at the LDA, Victoria Dale Questions and answers Making EQIAs happen, Shahid Bashir Questions and answers	London Development Agency
12:30	Free time		

Friday, 19 September

Date/ time	Host / Contact details	Action / Topic	Comments
9:00 <i>(see comment)</i>	Peter Bishop (Deputy Chief Executive) London Chamber of Commerce and Industry 33 Queen Street London EC4R 1AP	Discussion: business associations and communication with members regarding new legislation, etc; and input to the impact assessment process by business associations	See information pack for directions MAP 8 OPTION: Participants can either attend the meeting with London Chamber or go to the FSA. Following the meeting, the group will join the rest of the study tour.

10:00	Oladapo Fakoyede Food Standards Agency (FSA) Aviation House Conference Room 4 125 Kingsway London WC2B 6NH	Introduction to FSA – Kate Todd	See information pack for directions MAP 9 On arrival ask for Oladapo Fakoyede
10:45	Tea break		
11:00		Impact Assessment – How the FSA advises, disseminates and communicates information to SMEs about complying with existing and forthcoming regulations Chris Edwards / Jennifer Heigham	
12:00		Safer Food, Better Business – Julian Blackburn	
13:00	Lunch & assessment of study tour	Lunch and travel	
14:30	Rachel Holloway Local Better Regulation Office The Hubworking Centre 5 Wormwood Street London EC2M 1RQ	The role of the Local Better Regulation Office (LBRO) The principles of better regulation – <i>consistency, accountability, transparency, proportionality and targeting.</i> Enforcement priorities for English authorities	See information pack for directions MAP 10

Return to Croatia

Date/ time	Host / Contact details	Action / Topic	Comments
20:00	Departure of flight to ZG from London Heathrow airport (Terminal 2)	Please make sure your arrive well in advance of flight time: at least 120 minutes before departure	Logistics: Picadilly Line to Heathrow Terminal 2
23:15 (local time)	Arrival in Zagreb		Logistics: Airport bus, taxi or other arrangements (each person makes own travel arrangements)