Action Plan Lab

Lab Sessions 1, 2, & 3

Lab 1

This session will guide participants in revisiting their Action Plans in light of the day's learning, identifying key governance and data challenges, and drafting initial notes for the diagnosis and strategic actions sections to prepare for the following day's Action Plan Clinic.

Lab 2

This session will offer tailored expert advice through thematic stations on governance, data, human-centric design, and co-creation allowing participants to discuss specific bottlenecks in their Action Plans and gather practical guidance to refine their strategies.

Lab 3

This session will enable participants to present the current state of their Action Plans, share main objectives and challenges, and receive structured peer feedback through a short-pitch format designed to support collective learning and concrete improvement.

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Action Plan Lab 1

From ideas to framing

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From conceptual to applied thinking

Guiding Questions

- **What is new?** What new ideas or stakeholders should I integrate?

- **What is now different**? What new insights from today make me rethink my project?

- What assumptions or blind spots did today's sessions reveal?

Connecting learning to practice

- In groups of 3-4 participants from different cities discuss:

  1. One key idea you'll bring into your Action Plan
  2. One difficulty you foresee when applying this idea
  3. One element of governance or technology that stood out today

- Summarize 2-3 takeaways on a flipchart or shared board

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From reflection to drafting

- Each participant works individually on their Action Plan template,

- Focus on:
    1. Listing key bottlenecks (vision, governance, political leadership, funding, data…).
    2. Sketching possible actions or priorities.
    3. Writing one question or challenge they want to test in the Action Plan Clinic (e.g. "How to secure political buy-in for cross-departmental governance?").

- Use these ideas to start drafting sections 4-5 of the action plan

From learning to action

Guiding Questions

- What was the biggest insight you translated into your Action Plan today?

- What is the challenge you'll bring to tomorrow's Clinic session?

Action Plan Clinic

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Session Setup

Session Goal:

- Provide targeted feedback and expert advice on Action Plan drafts with a focus on the specific bottlenecks identified in Lab 1.

Format:

- Multi-station clinic with rotating small-group consultations with experts:
  1. Data
  2. Governance
  3. Co-creation & Human Centric Urban Digital Twins

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Action Plan Lab 3

From strategy to roadmap

Session Goals

- Share Action Plan progress
- Receive constructive peer input
- Clarify next steps

Session Format

- Short Presentations
- Time for feedback
- Collective summary – strengths and areas for improvement

Presentations & Feedback

Short presentations (3 mins)

- Focus on:
    1. Goal and focus
    2. Main actions
    3. Foreseen challenges
    4. Questions for feedback

Feedback (5 mins)

- One thing that works (clarity, relevance, ambition, etc.)

- One suggestion for improvement (gap, risk, opportunity).

Final
Wrap Up,
Reflection,
& Feedback

Personal Reflection

- **Key Insight:** What is the single most important takeaway from the training?

- **Opportunity for my work:** Where could Urban Digital Twins add value in your city or team

- **First action step:** What will you do first (in the next 30 days)?

- **Longer-term intention:** What capacity or change will you build to move forward (in the next year)?

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Feedback Survey

Link: https://ec.europa.eu/eusurvey/runner/UDT2025Survey