

Digital Baltic

Kick-Off workshop in Stockholm 12-13 February 2014

Summary from the administrative meeting and the presentations 12 February 2014

Katarina Nordmark welcomed all and all partners presented their organisation and the current work that is going on.

Katarina presented general information about the project. Please see the Power Point for details.

Ida Kullgren presented details regarding the activities and the budget. Please see the Power Point for details. **Decisions that were mad by the group were:**

1. Informal project meetings can/will take place online via Skype. Ida will collect all addresses and make a contact list for all partners.
 2. A Facebook page will be created for the project. Värmland set up the page but all partners are responsible for putting outputs/content on the site.
 3. The webpage will be conducted in March. Värmland will set the structure but with communication with all partners regarding what content/information is needed.
 4. The Communication Plan was distributed. **All partners were asked to get back to the lead partner on 28 February by the latest for approval.**
 5. Due to higher costs for the kick-off workshop, like venue, food and external experts, the project has over spent around 15 000 SEK. The partners approved that this money will be withdrawn from the budget allocated for the Public Conference. This implies that six persons (instead of seven) will travel from each region.
 6. **The Public Conference will take place in Krakow 16 October.** The partnership will start with a partner meeting the 15th after lunch and finish with a partner meeting the 17th.
 7. Piotr Piwowarczyk will look up what kind of venue that will be suitable in Krakow for the conference.
 8. Torben Aaberg had a suggestion for a moderator from Poland and will check if he is available that date.
 9. All partners are asked to think of Key Note Speakers with in the thematic focus Open Data/PSI that can attract the public to the conference. Suggestions can be communicated to Värmland and then decisions can be made by a Skype meeting.
 10. A "save the date" for the conference need to be ready already in May for distribution. It is also good to have the invitations ready before the summer holiday. Registration for the conference will be available on the webpage for the project.
 11. **The Final Workshop will take place in Stockholm 3-4 December.**
- Jenny Brodén, Karlstad municipality, presented Open Data - What does it really means and good examples what it can be used for. Please see Jenny's Power Point for more details. If you have further questions please contact Jenny: jenny.broden@karlstad.se

- Torben Aaberg, Baltic Development Forum presented their organisation and their work with the Digital Agenda in the Baltic Sea Region. Read more about Baltic Development Forum at <http://www.bdforum.org/> . Torben also presented the report *Priorities Towards a Digital Single Market in the Baltic Sea Region*. You can download the report here: http://www.bdforum.org/cmsystem/wp-content/uploads/Priorities-towards-a-Digital-Single-Market-in-the-Baltic-Sea-Region_final_270313.pdf

If you have further questions please contact Torben: ta@bdforum.org

- Võru presented also the really good examples regarding Open Data from Estonia. To read more about them please see: <http://estonia.eu/about-estonia/economy-a-it/e-estonia.html>

Summary from the Open Space meeting 13 February 2014

Urban Norlander the moderator started the day by presenting the method of Open Space. Some special quotes are to remember when organising an Open Space meeting:

- One Law: The law of mobility. (If you, as a participant discover that you are in a situation where you either learn or can contribute with anything, it's your responsibility to move to another place, for example to another workgroup.)
- Be prepared to be surprised!
- Open Space is about four principles:
 1. Whoever comes are the right people (the wisdom of finding solutions is available in room).
 2. Whatever happens is the only thing that could happen (Focus on the best possible performance in the present. Not to worry about what we "would have done if...").
 3. Whenever it starts is the right time (Creativity cannot be collected).
 4. When it is over it is over (Everything has an end but in the end we do not know when. A subject can be treated in a shorter or longer time than planned).

To read more about the Open Space method please see Harrison Owens book *Open Space Technology: A User's Guide*. It can be bought at: <http://www.amazon.com/Open-Space-Technology-Users-Guide/dp/1576754766>

The group then started to think about the hopes and fears for today's session. Two and two discussed, with help from dramatic cards, what the different expectations were.

Fears: That I do not understand about these Open Space; Will quit before the end; Will have difficult road to our goal; Long distance between the people due to topic/understanding; Fail; Loose track of the topic; Different tracks and agenda; Difficult to get all peoples ideas; Perhaps not understandable; Open minds-not all people told; Language; To not understand the method of Open Space; That everything will be more confusing; Boring; Nothing new; Unknown environment.

Hopes: Have fun; Get inspired; Get to know the people in the circle better; Tools-how to make Open Space meetings useful to different people; Methods-get all people talk and participate equally; That the project group will be satisfied with Open Space; That our group will be one team; Right track; Connecting people; Reach high level; Brave; Reach our goal no matter what; will have the best solution for every partner by supporting on the way to the top; New services; sharing experiences;

Case study; To know more about Open Space and about Open Data and how it works; to know more about project aims.

The session of Open Space then started with the participants setting the agenda. The theme for the session was ***How can Open Data be used to benefit citizens in my region?***. Nine different topics were listed:

1. How to make Open Data accessible for different Groups
2. How to improve what we already have
3. Anchoring
4. Who know about citizen's needs?
5. Good food!
6. How Open Data will be included in our region?
7. How to involve public to get the best input to our project?
8. How to communicate to citizens what Open Data is?
9. Open Data – Open BSR?

Then followed a two hour session where all participants gathered in different groups to discuss the topics and tried to come with solutions. The results were the presented and posted for the whole group to share. The results were:

How to make data accessible for different groups?

Initiator: Elena

Participants: Janek and Migle

Conclusions:

- Electronic document management system – automatic info on web-page
- Connection of different databases to one place (one system) – unified configurations
- Use of ID as signature
- To make things easier make all data digital
- Municipal employees have to understand that digital info will make their work easier

Next step:

- Increase municipal employees understanding
- Top-level decision to make data digital
- Access most popular databases in the region

How to improve what we already have?

Initiator: Janek

Participants: Gady, Ida and Piotr

Conclusions:

- Better planning process
- System needs to be updated
- Ask people what they need
- Needs to be user-friendly and easily accessible
- Two possibilities – digital or paper documentation
- Centralized system - easier to manage and cheaper (information accessible from one source).

Next step: Sharing good practices

Anchoring

Initiator: Dag



Participants: Eva, Britt and Katarina

Conclusions:

- Visit different regions
- Getting top leaders together, give them examples (Estonia)
- Public organisations must let the private business in, also citizens creativity
- Use public procurement as driver for conversation
- Afraid because of lack of knowledge

Next step:

- Leaders visiting Estonia

Who know about citizen's needs?

Initiator: Lina

Participants: Ida, Elena and Migle

Conclusions:

- Lack of use of data statistics
- Keep the record of the window system
- Municipalities webpages can create open questions about information needed

Next step:

- Make working groups
- Collect statistics and frequently asked questions

Good food

Initiator: Katarina

Participants: Gady and Piotr

Conclusions:

- Good food platform (by using mobile tracking, open municipality data)
 1. Where do the "locals eat?"
 2. Type of place
 3. Type of food (vegetarian or...)
 4. Crowded/empty (present)
 5. Location – accessibility
 6. Comments
 7. Quality of food
 8. Make reservation
 9. Eco food, local food
 10. Prices

Next step: Connect interesting "sites" on the way to the place you have chosen and near the place, shops, night clubs etc.

How Open Data will be included in our region?

Initiator: Migle

Participants: Dag

Conclusions:

- We can talk or show initiators with local municipality about what information they could share with citizens.
- We can try to find new ideas from citizens how to include Open Data in our region (how they image these processes).
- To find a leader that could explain to the government about the importance of Open Data and to give an example from other region to show the importunes.

Next step:

- To find leader



- To show importance

How to communicate to citizens what Open Data and involve them?

Initiator: Eva and Britt

Participants: Ida, Dag and Lina

Conclusions:

- Communicate – Social media as a channel
- Communicate – Good examples
- Communicate – In order to communicate it to the people we need to know what data is out there
- Communicate and Involve – Show to citizens “what is in it for me”
- Involve - Ask the right question (depends from region what challenges and ideas that gets them involved), can be a project idea for the future

Next step: Ask people what kind of web application will make your life easier

Open Data – Open BSR

Initiator: Piotr

Participants: Katarina and Dag

Conclusions:

- Open Data – positive effect
- Good practices in how to use the data
- Different regions – different needs
- Transregional cooperation

Next step: Unification of the information to be possible to use it in all BSR countries

The conclusion of the Open Space was good. The method was useful and it will be a good tool in our project. The result from today’s session might not be what was expected – it resulted in something even more useful for the project process than we hoped for. The group felt united and that everyone had the possibility to talk and raise their topic/questions.

Some questions about the Open Space method were raised to the moderator Urban:

1. The role of the facilitator? – It is important not to interrupt, let the participating people lead the way and trust the process.
2. Should everyone speak during the conclusion? – Depends on the size of the group. In small groups, yes.
3. What should conclusion be about? - Divide it into two parts, content and process.
4. Should the main theme be narrow or broad? – Narrow makes it easier to reach the right result.
5. How much information is needed on the invitations? – Not too much but it should describe the aim so people know what they are participating in. Open Data could be difficult to understand so it might be good with a simple explanation.

The session ended by asking all participants if they felt that their hopes or fears were fulfilled? The whole group choose the hopes, or close to it. This indicates that the Open Space workshop was successful.

The result and the findings from the meeting will be included in the working process of the project and in the feasibility study that will be conducted.