



# CAPTOR

## Collective Awareness Platform for Tropospheric Ozone Pollution

|   |                                   |
|---|-----------------------------------|
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## List of Abbreviations

|     |                              |
|-----|------------------------------|
| FW  | Future Workshop              |
| IPR | Intellectual property rights |
| WP  | Workpackage                  |

## **Executive Summary**

This deliverable describes a key activity for WP 7, the scenario building workshop. After a description and report on 2017's scenario building workshop session with consortium members, the method of Future Workshop from the researcher Jungk is explained. A detailed workshop concept for 2018' workshop is given, which can be adapted by project partners according to their foci.

## **Description of the work**

The wide range of expertise in various fields of work from CAPTOR consortium members offer an opportunity to gather different approaches for the sustainability of the CAPTOR idea. With the method of scenario building, we elaborate the project's sustainability with a creative bottom-up method, where the project-internal knowledge from our multidisciplinary consortium as well as views and ideas from the project target groups are needed. The method is described in chapter 3.

The first year we held a session with consortium members on possible future scenarios, using the method of role play (chapter 4). At this early stage of work package 7 (WP 7) "Sustainability, Social Exploitation and Offspring Deployment" it was useful to stick to a group with "inside knowledge" on the project. The preparation, content and outcome of the scenario building session 2017 are described here.

The results of this session as well as the documents on requirements and on the execution on IPRs feed into the concept of the "Future workshop", planned for 2018 (chapter 3). After a general description of this method, a concept for CAPTOR's Future Scenario workshops has been elaborated.

The second part of this deliverable (D 7.2b), due at the end of the project period will include the outcome and feedback of the scenario workshops held in all 3 partner countries.

## 1. Introduction

Scenario building is a common method used to elaborate exploitation of a project in a creative way. It's a part of WP7 ("Sustainability, Social Exploitation and Offspring Deployment). We started this task in the 2<sup>nd</sup> project year, collecting ideas and expert knowledge. The main work will be done in year 3 of the project, when we can use the experiences from measuring campaigns in all three countries.

## 2. Objectives

The main objectives of the deliverable are:

- Description of a key activity for exploitation of the project.
- Reflect the procedure which is used in the project to create a positive scenario for air pollution topics.
- Give a guideline for planning of 2018 scenario building workshops.

## 3. Scenario building – a participative tool

### Definition:

Scenarios are narrative descriptions of potential futures that focus on relationships between events and decisions points. Scenario building is not a forecast or a vision of the future, it is more an exploration of likely happenings and situations based on current environmental, social or economic drivers.

### 3.1 What is scenario building?

Scenario building is one of a number of futures techniques used to explore and design possible outcomes. Scenarios do not predict the future but identify possible futures. Typically a scenario exercise may outline and characterize several futures based on different drivers and assumptions. In this case, due to a single day format and the challenges for partners to moderate each workshop will develop simple scenarios only. These will be compiled, or where similar combined, in the final work package summary. By focusing on positive scenarios, overcoming challenges and seizing opportunities we hope to inspire key actors to the 'change' we want.

### 3.2 Future Workshops

The scenario building concept that we use in CAPTOR, developed by the writer Robert Jungk, is called "Future Workshop" (FW). Originally the idea and approach behind FW started in the fifties. Robert Jungk (1913- 1994), an Austrian writer and journalist, organized structured meetings for a group of citizens with some joint problems. The purpose was to activate a basis, which was able to develop a proposal for a desirable future. Therefore, the name Future Workshops, this is a direct translation of the German name "Zukunftswerkstätten".

It's a format, suitable for small groups where participants are encouraged to find imaginative, unconventional solutions in an atmosphere which is designed to allow creativity. Future Workshops are designed to activate people and so they should form part of an overall strategy that promotes new ideas and allows them to be put in practice.

A Future Workshops incorporates 3 phases. In each phase the groups elaborate the workshops

theme with a special “outlook”. The group members should focus on this outlook, even if they already have other ideas or experiences. The 3 phases are described in the following sections<sup>1</sup>:

1. **Criticism phase:** The current situation is analysed and problems are identified. Here there is space to collect all doubts and risks from participants.
2. **Fantasy phase:** Ideas, also utopian or unrealistic ideas and suggestions are created in this phase, initially disregarding obstacles and problems that might come up.
3. **Implementing phase:** The visions are turned into actions here. Ideas from the previous phase are structures and investigated on their suitability.

This creative method is useful to allow new ideas from stakeholders, which can elevate the CAPTOR idea into new projects.

Background information on Future Workshops can be provided to the workshop organisers. Alternatively, a moderator with knowledge of the concept can be invited to hold the workshop.

### ***3.3 How can it be used in CAPTOR?***

CAPTOR stakeholders usually come from different working areas such as civil society organisations or research organisations. Technician, politicians and students are also involved in CAPTOR. An important stakeholder group are citizens: People that live in regions with bad air quality or with “worsening” air quality, regardless their social or professional background. A Future Workshop offers a setting, where participants from all stakeholder groups can discuss and carry on the issues of CAPTOR. The workshop concept is a bottom-up approach that targets a change in air quality (or air pollution) on different levels.

At the CAPTOR Future Workshop event, we suggest to include a review of successful measuring seasons. So to say, we give a review into the past and an outlook into the future.

### ***3.4 Aim of FW in CAPTOR***

The aim of a FW with CAPTOR stakeholders is the offering of a creative setting for new solution to emerge, as well as a wrap-up and celebration on what has happened already. The workshop will support offspring projects that have already started, as a last chance to trigger new projects and form new groups.

## **4. Scenario Building Session Vienna**

### ***4.1 Preparation work***

The setting of the second consortium meeting was used to reach all consortium partners for a first session on the topic “sustainability of captor project”. The consortium consists of multidisciplinary experts from several target groups, which could contribute with their knowledge and internal project experiences.

A role play with three different scenarios was prepared. Role play is a method which can prepare

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<sup>1</sup> See: Robert Jungk, Norbert R. Müllert: Zukunftswerkstätten. Mit Phantasie gegen Routine und Resignation. München 1987 (Erstveröffentlichung 1981)

groups for scenarios that will occur in the future. It's an exercise that offers the group members a view on different roles and allows space for feedback to each person. For this session we used a simple method. A full workshop on scenario building with the described method of the Future Workshop was not suitable at this stage of the work package. 15 participants took part at this team work session.

#### **4.2 Description of the exercise**

Step 1: The participants were asked to form 3 teams. The expertise should be distributed to all teams, participants from one organisation were asked not to join the same team.

Step 2: We presented 4 groups which we identified as possible interested partners for the exploitation of CAPTOR. Each of the 3 teams chose one group.

*Group 1: An NGO wanting to get active on air pollution*

*Group 2: A university interested in ozone data in specific regions*

*Group 3: A community wanting to enable local people on air pollution and environmental issues*

*Group 4: A research institution wanting to compare ozone data with indicator plants (bio indicators)*

Step 3: 3 out of 4 possible groups were built (Group 1, 2 and 3). Following questions (a. – e.) were asked to elaborate in 20 min.

*a. How do you approach CAPTOR partners?*

*b. What is your project idea?*

*c. Which Captor parts could be useful for you? Do you want to set up a community awareness platform? Do you want to measure air pollution?*

*d. Any legal questions? Is there a legal setting in your country that would harden the work on air pollution?*

*e. Which part of CAPTOR shows uncertainties for you, in relation to future uptake of CAPTOR?*

Step 4: The answers and ideas were collected on flip chart papers (see Figure 1-3). After the teamwork session, the results were presented in a plenum. There was the opportunity to feedback the participants and ideas.

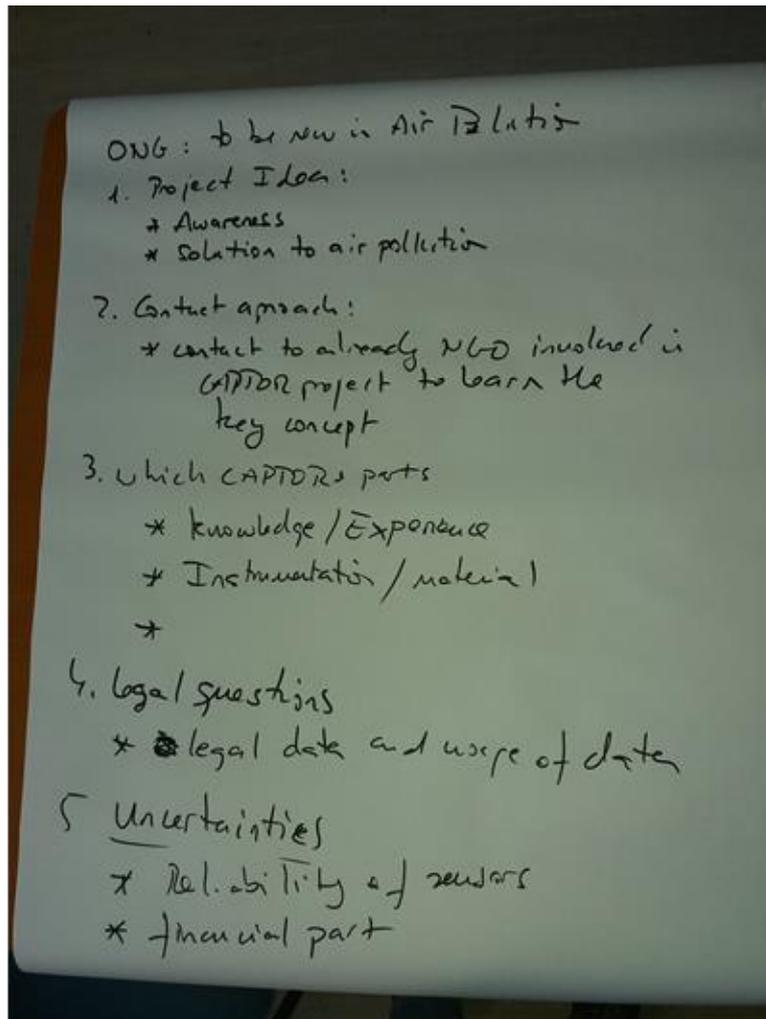


Figure 1. Ideas from Team NGO

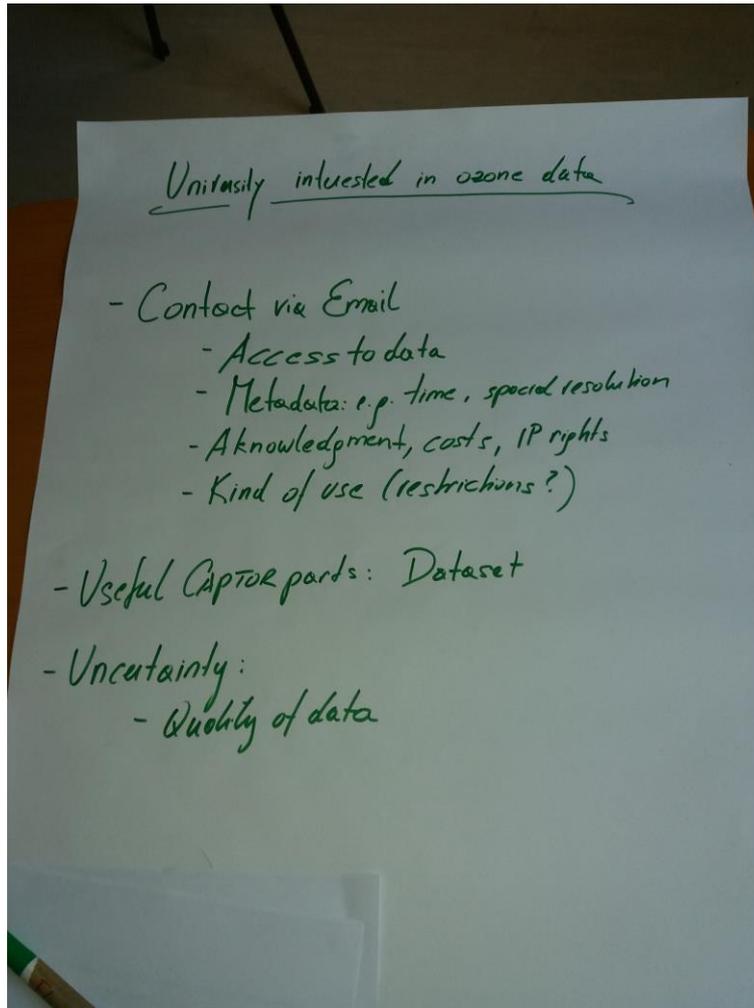


Figure 2. Ideas from Team University

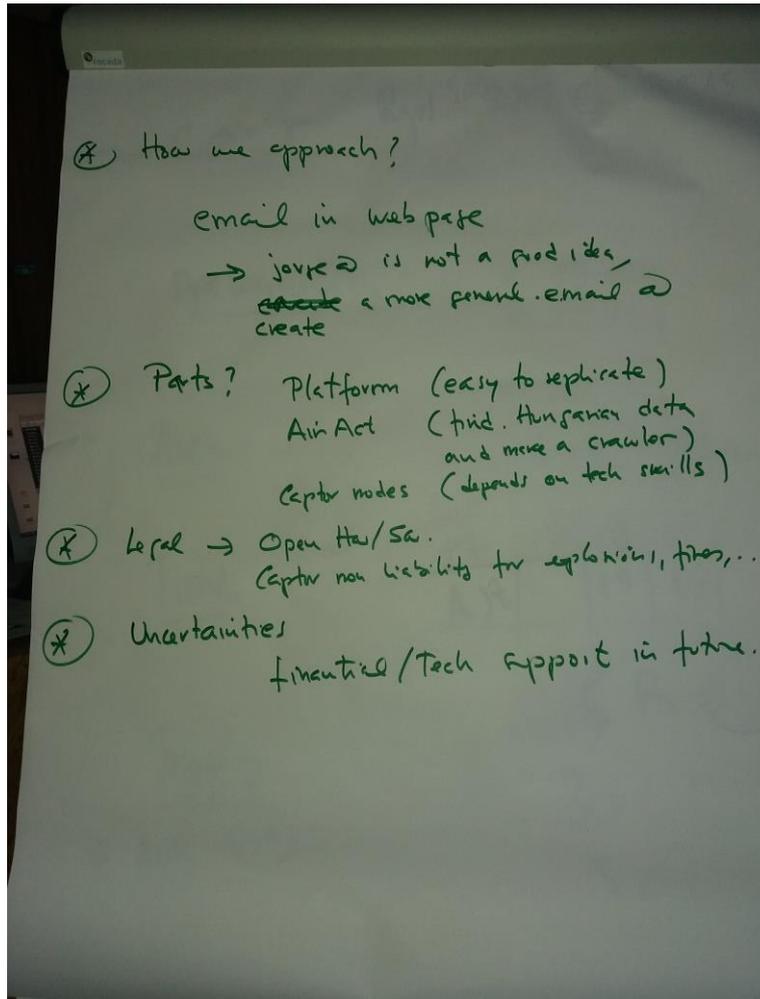


Figure 3. Ideas from Team Community

The elaborated flip charts showed a collection of ideas and questions that feed into the exploitation and sustainability planning. We asked for “ways of contacting” to find out, which communication tools will be important for offspring partners (question a). All three groups noted “email” as a likely way of contacting the project consortium.

For question b) short project outlines were presented. In the plenary round, it was mentioned that there is a need of certain requirements and skills for all groups, e.g. the importance of a network with other organisations/institutions.

A summary of question c) shows, that various parts are important for various groups. That might be due to the different expertise of the group members in their fields of work. In the plenary discussion, the setup of a community platform was mentioned as an “added value” to the measurements of ozone concentration, but not a necessity.

Question d) was asked to collect a broad input from experts at an early stage of the sustainability-work package. It triggered a funded and valuable discussion in the plenum.

With question e) we elaborated that there are technical issues (concerning nodes and data) bearing uncertainties which we can prepare for.

### 4.3 Summary of exercise

The role played with fictive interested groups as a simple exercise to look at needs and ideas from the outside. In the plenary discussion at the end, it was showed in which ways we will work for a future uptake of captor ideas. Technical issues were the biggest uncertainty and bear risks for future projects. Also, the importance of multidisciplinary group or consortium of different partners was highlighted. The elaborated ideas reflected the wide potential of possible exploitation for the various parts of the project.

At this stage of the project, is was a suitable method to start working on the projects sustainability and gave the different participants with an idea of the interests and questions that an outside organization could have if an offspring wants to be created.

## 5. Future Workshop 2018

A concept has been elaborated, which can be applied in the three CAPTOR partner countries Austria, Italy and Spain.

### 5.1 Preparation work

The concept for the CAPTOR FW is created with the outcome of the scenario building session 2017 in Vienna, the collection of requirements for offsprings and the IPR guidelines. It can be used by all CAPTOR project partners in all three project counties and languages. There participants and settings are likely to vary in each country. Therefore, it cannot be obligatory to apply the exact same concept in all countries. It is offered to project partners and can be adjusted accordingly.

During 2017, the CAPTOR partners elaborated a catalogue of requirements that can help other organisation to find out, which skills and expertise is necessary to run an air quality project as CAPTOR. This “requirement outlines” does not hinder any organisation to get active on air pollution. It informs at an early stage about requirements.<sup>2</sup>

IPR also are an essential part for the future uptake of CAPTOR ideas.<sup>3</sup> The influence of the exploitation of CAPTOR and the uptake of a future uptake directly. As the method of Future Workshop follows a creative approach, the execution of IPRs and requirements for offsprings feeds into the workshop concept, but will not play a major role.

The following organisational guidelines are recommended for the CAPTOR FWs:

**Timing:** Future Workshops should be held between September and November 2018. This time window allows stakeholders from all measuring campaigns (2016-2018) to be involved. At this time, the last summer measuring campaign will be almost finished and preliminary findings can be used for discussion as well.

**Duration:** 1 day, if a review and wrap-up of CAPTOR measuring seasons is included in the event (see chapter 5.4 Format 1) half day format in consideration if there are only sessions on future scenarios. (See chapter 5.4 Format 2)

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<sup>2</sup>The document “requirements for offspring partner” will be included in deliverable 7.1b Exploitation and sustainability report.

<sup>3</sup> IPR guidelines are included in deliverable 1.xx?

**Hosting Partners:** 3 Workshops in 3 countries

- EEA/Guifi (Spain)
- LEGA (Italy)
- GLOBAL2000/ZSI (Austria)

### **5.2 FW participants**

The participation at a FW will be free of charge for participants, the workshop concept is as follows:

- Number of participants: 15-30 (balanced between stakeholder groups)
- Target groups:
  - Test bed partners: Hosts, local people, participants from former workshops in the CAPTOR testbeds
  - Local communities: Politicians, local decision makers, local civil society organisations, volunteers
  - project developers:
    - education experts in the field environmental protection
    - Offspring partners and interests (=Interessenten?)
    - ordinary citizens
- Moderation/ facilitation is done by hosting partners, though it can be considered to ask experts to take a role, especially as table reporters.

### **Finding participants**

The full network of all captor partners and stakeholder contacts will be contacted. Experts will be asked to recommend other key actors. Volunteers and hosts will be key participants at the workshop. Hosts from the summer campaign 2017 have already announced interest in the participation of the event.

### **5.3 Venue Set-up needs**

A creative atmosphere is essential for creating ew solutions. In addition, suitable accommodation and working materials, and facilitators familiar with creativity techniques, are vital for a FW to be a success. Following materials are needed at the venue:

- Projector and screen (input presentations)
- Large format paper for group work templates (can be flip chart or on pin-board or placed on tables)
- Marker Pens and post it notes for capturing inputs.
- Camera for photographing all group work sheets.
- Seating at tables or circles of chairs (recommended group size 5-8. In case of 12 or less participants can be hosted as one round-table with moderators capturing all inputs).
- Hosting partners responsible to arrange coffee/water/lunch as budget allows.

### 5.4 Content of Workshop

The event can be hold in two formats. Format 1 includes a look back on the CAPTOR project, with format 2 participants work on future scenarios only. The core sessions are the 3 sessions Phase 1-3. They are hold according to the description of FW, described in chapter 3.

The targets to elaborate in these sessions are up to the organisers, e.g. “How can air quality measurements trigger a change in environmental politics?” or “Taking action for better air quality across Europe/Austria/Italy/Spain.”

The discussion at the end of the event is prepared by moderator. This will be the place, where information on the requirements for future air quality projects can be focused on, once again.

#### Format “future wor kshop and wrap-up”

The event focuses on two key aspects: The first aspect is a view back on the 2 or 3 measuring campaigns within the CAPTOR period. The second part is the actual future workshop. The timing can be adjusted according to groups, guest speakers and participants. The plenary discussion at the end of the event allows a look back on the measuring campaign, as well. The following table gives a suggestion of a programm.

| Duration | Session   | Type                 | Materials               |
|----------|---|----------------------|-------------------------|
| 15 min   | Welcome and Project Background                                      | Presentation         | PPT<br>Project overview |
| 30 min   | Wrap up/view back of measuring campaigns                            | Presentation         | PPT, Posters            |
| 10 min   | Icebreaker: <i>(person next to you) What might be?</i>              | Interactive exercise | n/a                     |
| 30 min   | Outlook on future trends and Tomorrows Technologies (guest speaker) | (open)               | (open)                  |
| 15 min   | Coffee Break and Networking   |                      |                         |
| 15 min   | Introduction of Future Scenario method                              | Moderator            | Flip chart or PPT       |
| 30 min   | Phase 1   | Group Work           | Flip chart              |
| 30 min   | Phase 2   | Group work           | Flip chart              |
| 60 min   | Lunch   |                      |                         |
| 10 min   | Welcome Back & Summary  | Moderator            | n/a                     |
| 30 min   | Phase 3   | Group Work           | Flip chart              |
| 30 min   | Plenary presentation  | Group Work           | Flip chart              |
| 45 min   | Wrap up and discussion, review on CAPTOR campaign                   | Moderator            | PPT with photos         |
| 30 min   | Coffe break and Networking  |                      |                         |

Table 1. Template of programme

**Format 2 “future workshop only”**

This event would exclude a wrap up and look back on the measuring campaigns and only focus on the future workshop concept. This event can be hold as a half day workshop as well. It is suitable, if the participants already know a lot about CAPOR and want to focus their work on a future uptake. What kind of workshop will be held is up to each country organizers?

**5.5 Necessary Roles and Tasks**

For a smooth flow of the workshop the following roles and tasks should be covered:

- Moderator (Consortium member or external).
- Note taker (Ideally additional to table hosts for each table)
- Group table hosts (consortium or request to known participant)
- Support (Photos, organization), who can be note takers as well.

**5.6 Challenges and Risks and how to mediate them**

The following table indicates the critical risks identified so far:

| Potential Risk  | Remedial Action  |
|---|--|
| Non-participation of local community members              | -Follow up invites with personal contact and explanation of aims.<br>-Find right representatives   |
| Non-participation of interested offspring partners        | -follow up invites with personal contact.<br>-Offer a participation via video conference, if travel or timing is a problem   |
| Difficulty to represent the group work after the workshop | -Capture everything. Make sure there is a note taker in each group (consortium or participant) and contact them after if necessary.<br>-Make sure participants write their points during discussion and photograph everything. |

Table 2. Challenge Risks

**5.7 Outlook on results of the workshops**

One joint summary of the workshop outcomes will represent perspectives of all stakeholders and target groups. Ideally, participants will use the opportunity to meet stakholders in the field of air pollution to carry on the work together or to continue planning their projects together. If participants agree, the list of participants will be made available to all.