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Resilient Europe and Societies by Innovating Local Communities

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Abstract

To enable communities to evaluate products of the RESILOC Project, Two “Field Trials” were proposed for the resulting solutions / tools in each of four communities – Catania, Italy (Sicily); Tetovo (Rus), Bulgaria; West Achaia, Greece and Gorizia, Italy. This report details the design that was created with partners and the process by which the design was developed from a conceptual position to a tangible implementation plan. It includes the components of community / user engagement undertaken during the design phase. The report does not cover trial implementation and execution which will be presented in a later report (RESILOC D5.5). Locations, running orders and dates for pre-trial meetings and trials are to demonstrate the designed process and will have been adjusted after this report was finalised.

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II. Document History

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VI. List of Acronyms

Acronym	Meaning
ACPDR	Administration of the Republic of Slovenia for Civil Protection and Disaster Relief
BG	Bulgaria
BILSP	Balkan Institute for Labour and Social Policy
BRC	Bulgarian Red Cross
COMUNE CT	Comune di Catania
CBRN	Chemical, Biological, Radiological and Nuclear
CGO	Comune di Gorizia
D#.#	A numbered Deliverable eg D5.4 (this report)
DRR	Disaster Risk Reduction
ECOC	European Capital of Culture
EGTC	European Grouping of Territorial Cooperation
GDPR	General Data Protection Regulation
GA	Grant Agreement
GR	Greece
HMOD	Hellenic Ministry of National Defence
IES	Intelligence for Environment & Security
IT	Italy
ISIG	Istituto di Sociologia Internazionale di Gorizia
JSI	Jozef Stefan Institute
KPI	Key Performance Indicator
LRT	Local Resilience Team
MWA	Municipality of West Achaia
NKUA	National and Kapodistrian University of Athens
PGD	Voluntary Fire Brigade
PF	Project Facilitator
R&D	Research and Development
RAN	Resilience Advisors Network
RTG	RESILOC Trial Guidance
SC	Scientific Coordinator
SL	Slovenia
SMART	Specific, Measurable, Achievable, Realistic, and Timely



SME	Small or Medium Enterprise
TBD	To Be Developed
TGM	Trial Guidance Methodology
THIR	Tavistock Institute of Human Relations
TMT	Trial Management Team
WP#	A numbered project Work Package

The terminology used within this report is defined within the Glossary of Terms. Terms and phrases used within the report have the meanings described within the glossary unless explicitly stated otherwise in the relevant text.



1 Executive Summary

This report describes the approach taken to Field Trial Design based upon the benefits that trials might bring to the overall furtherance of the objectives of the RESILOC project, the diversity of communities, stakeholders and infrastructures of each trial locality. The underlying principle being the need for the trials to also be underpinned by a robust academic methodological approach.

Throughout the design phase, project partners but, more importantly, the locality representatives of communities, were consulted extensively via a structured and project-managed process. A matrix of key consultees was agreed with the consortium at an early stage and a core team of end-user representatives was established to enable a detailed dialogue to take place ahead of many aspects of the project being finalised. This approach was essential to enable the trials to be designed while the product to be trialled was still undergoing development and many of the mechanisms required to deliver them, e.g., the Local Resilience Teams (LRT's), were in a formative condition.

The design was split into two distinct components which are detailed in the following pages:

- (i) Establishment of a Methodology, and
- (ii) Creation of a resulting Implementation Plan.

The Methodology was very broadly based upon the structures proposed in the Driver+ project Trial Guidance Methodology (TGM), the components of which were individually analysed, consulted upon and adjusted to suit the purposes of RESILOC. The outcomes of each deliberation are detailed in these pages.

The Implementation Plan was created using a panel of trial experts followed by further extensive consultations with project partners.

The report is not presented as a practical analysis of the processes adopted and outlines.

It is important to note that this report captures the trial design process alone and at a moment in time which pre-dated the establishment of delivery / implementation of the trials themselves. The actual trials and how they were delivered are proposed to be presented in later reports - *RESILOC D5.5: Field Trial Execution and Guidelines*. The trial evaluation is also scheduled to be covered in a later report – *RESILOC D5.6: Field Trial Validation*. A final report – *RESILOC D7.2* will present *Evidence from the RESILOC trials*.

Amongst the strongest outcomes of this report are considered to be the manner in which a well-founded Trial Guidance Methodology has been used to support the aims of RESILOC And to the benefit of the communities trialling its product; that being a strategic tool.

The Trial Design was undertaken with extensive user engagement and Appendix D – Trial Design Community Engagement details many of the activities that were undertaken with them.

2 Introduction

2.1 Overall Approach

This report describes the approach taken to Field Trial Design throughout the evolving requirements of the RESILOC project, the diversity of the communities featured, (stakeholders and infrastructures of each trial locality) and the need for the trials to be underpinned by a robust academic methodological approach.

Throughout the design phase, project partners were consulted extensively via a structured and project-managed process. A matrix of key consultees was agreed with the consortium at an early stage and a **core team of end-user representatives** was established to enable a detailed dialogue to take place ahead of many aspects of the project being finalised.

This made the process particularly complex but it was made possible by starting with a proven methodology and then adjusting this to the specific needs of this project. Furthermore, employing professional designers with extensive experience of trial and exercise delivery proved invaluable.

The question of what was meant by the phrase ‘Trial Design’ also not without challenge. As a process of evolution over the first 2 years of the project, the following components were established with sufficient agreement of partners to ensure that the task could be completed in time to allow execution: Trial Design would be in two parts comprising of **methodology** and an **implementation plan**. Implementation of the design would fall to a later task of execution to be led by another partner.

A simple way of viewing this delineation was suggested as; the trial design describing locations, resources and roles required for each trial whilst execution involves identification and provision of them in each locality for instance by allocating specific people to roles. Following this logic, the trial design for RESILOC evolved with these two principle components.

Two other discrete activities within the design process are described as;

- Pre-meetings with the local stakeholders and the Local Resilience Teams to approve the scenario to be used as part of the field-trials (the development of ‘scripts’ and
- A final report detailing on the design (this document).

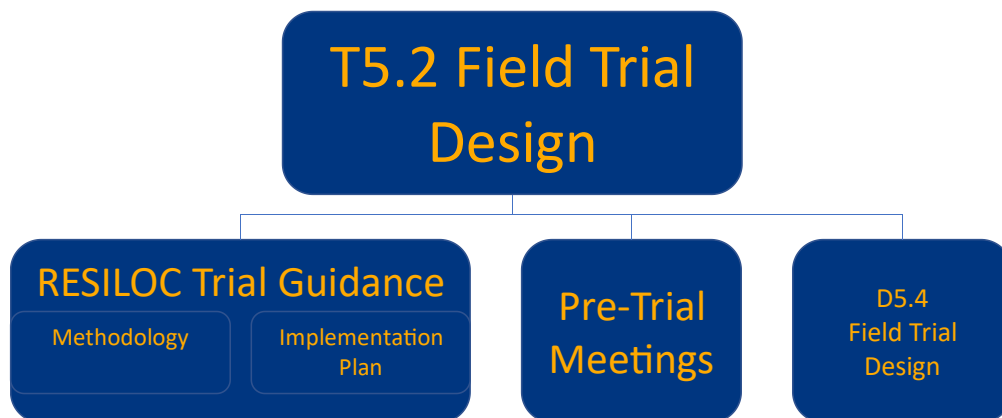


Figure 1 - The Trial Design Construct

2.2 The Trial Design Team

An international team of practitioners was established by the responsible partner (RAN) each bringing a specific set of skills to the project:

Jon Hall, the Network Manager of RAN is an experienced emergency manager in his own right having chaired Local Resilience Teams in the UK for some 10 years as well as designing many training and exercising programmes at national and international level.

Roger Kendall is a career Fire Officer with extensive practical experience of designing trials and exercises engaging with local communities and diverse stakeholder groups.

Rut Erdelyiova is the projects Communications lead and has advised on community engagement throughout also ensuring appropriate dissemination of activity as the design process has progressed.

Dr Sjirk Meijer led the early stages of creating and applying the methodology.

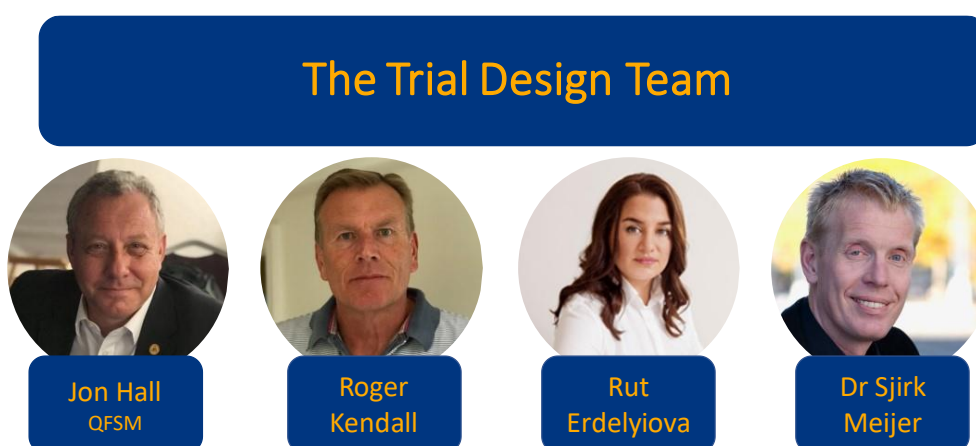


Figure 2 - The Trial Design Team

The team did not create the design alone but were the hub for a process involving extensive training, holding 22 meetings, running 3 full-scale consultations and providing support to the project's delivery partner throughout.

2.3 The RESILOC Trial Design

2.3.1 Methodology

The overall design task described in the Grant Agreement [document ref. Ares(2019)2424278 - 05/04/2019] was stated as being “**Based on the methodology agreed for the Field trials, this task will design the 4 trials**”. The agreement was however silent on what that methodology should be, how it might be agreed and who would be responsible for creating it. Although it was explicitly not part of the design task, it was quickly recognised under the Task Leads as being a pre-requisite for effective design and was thus accepted as an intrinsic part of the design activity.

This was presented as early as the project meeting in Athens [20/11/2019], where the matter was addressed and the following proposals agreed:

1. That development of a methodology would be included as an intrinsic part of the trial design.



2. That the methodology would commence using that recently developed in the preceding FP7/H2020 project, Driver+ [Grant agreement ID: 607798].
3. Partly to enable this, the task T5.2 on Trial Design was agreed to be adjusted by GA amendment 1 [ref] to start 12 months earlier than originally planned in Month 7. This was considered essential to ensure it captured all relevant aspects of the project as it developed and to enable methodological skills to be developed within the team.

To deliver an effective trial methodology for RESILOC, one underpinned by substantial research and field testing, it was necessary to establish links with the Driver+ team and, specifically those responsible for creation and testing of the TGM. It is appropriate to recognise the immense help given by its two primary authors, **Chiara Fornio**, Contractual Agent of the Joint Research Centre (JRC) of the European Commission's Science Service, **Adam Widera** of the Münster School of Business and Economics as well as to **Tomasz Zwęgliński**, Head of International Cooperation Dept. at Main School of Fire Service (SGSP). In addition, thanks are also due to **Marcel van Berlo**, the project manager of Driver+ for opening channels for the project team to learn the technologies and processes developed.



Figure 3 - Driver+ Trial in Poland

Two members of the RAN team, Peter Glerum and Sjirk Meijer, attended the final TGM trial in Austria to observe the trial process in action and Sjirk Meijer also attended the final trial in Warsaw 21-25 May 2019. This provided the RESILOC project team with vital first-hand experience of why methodology and implementation needed to develop alongside each other to enable effective execution.

Following this, 3 members of the RAN RESILOC team (Sjirk Meijer, Rut Erdelyiova and Jon Hall) met with the Driver+ project management in Brussels to explore possibilities to embed the project's TGM. Several meetings followed as a skeleton approach for the trial design was developed.

Some 3 months later, the same team attended the closing conference of Driver+ where an agreement was signed for RAN to become a "Centre of Expertise" for that project's legacy products including the TGM. This was an enabler to accessing further training and partnerships whilst providing RESILOC with direct access to the extensive background of research and practical experience gained during previous field trials.

In the summer of 2020, all four members of the team attended two days of training with the Estonian Academy of Security Sciences focusing on every aspect of the TGM and the use of its associated 'trial test-bed'. The Test-bed is an online tool that holds detailed guidance on each component of a trial providing real-life examples of how it might be developed. At the end of the training, attendees undertook a short test to confirm understanding and to enable certification of attendance. In the absence of any embedded requirements within the GA, these credentials were felt beneficial to underpin the design approach being taken and to demonstrate that it had evolved as a development of a previously funded Project which was considered as a success.

From the early stages of the training, it became apparent that there were some fundamental differences between the context of RESILOC and those of Driver+. Two differences were particularly apparent:

Scale – the trials in RESILOC were proposed with a fraction of the resource of Driver+ and far fewer practitioners with experience of trial and exercise environments. From an early stage it



was recognised that the complexity and demands of the TGM and test-bed would need to be considerably modified to suit the scale of the 4 RESILOC trials.

Stage of development – Driver+ was based upon trials of innovative technology developed at or approaching the point of deployment / marketisation. The RESILOC product by contrast would be conceptual for much of the development of its trials being very new and untested at the point of the trials. This is a valid position for a project funded as a Research and Innovation Action. A practical demonstration of this consideration was that of the ‘gap analysis’ phase of methodological development whereby the proposed methodology for establishing the gaps between existing systems / capabilities and those to be proposed by the project gathering this information has been based on the outcomes of the Driver+ Trial Guidance Methodology (TGM).

For the RESILOC trials, it is apparent that this information will be equally valuable and necessary but, due to the later development cycle of the project (i.e., the products are yet to be established), it is much harder to undertake a gaps analysis as part of the preparation phase.

For this reason, it is now being considered whether the gaps analysis might be better undertaken as a component of the Evaluation phase whereby evidence of gaps addressed might be better gathered during the trials themselves and subsequently presented as part of the evaluation activities of Task5.4.

This possibility will now be explored further by those affected within the WP5 management.

2.3.2 Implementation Plan

Implementation planning was undertaken within a framework of priorities established by delivering an agreed timeline. This timeline was termed the “*Trial Roadmap*”. Unexpectedly, this proved difficult to agree for a number of reasons; First was the impact of the newly experienced working style created by the Coronavirus pandemic throughout 2020. This prevented any face-to-face meetings at all and created communication challenges for the remainder of the task. Unfortunately, the need for a further review of deliverables following a project review in November 2020 compounded this issue and resulted in a restructuring of scientific coordination of the whole project and a further amendment effectively delaying outcomes by a further 6 months.

A series of broad structures for the trials were proposed, discussed, modified and finally adopted according to project feedback. With this milestone passed, the roadmap could be completed and was presented to all parties in March 2021.

2.4 Timeline & Key challenges

2.4.1 Timeline

RESILOC design work was structured into 5 phases to enable progress to be measured:

Phase One – Structure Trial Design Tasks

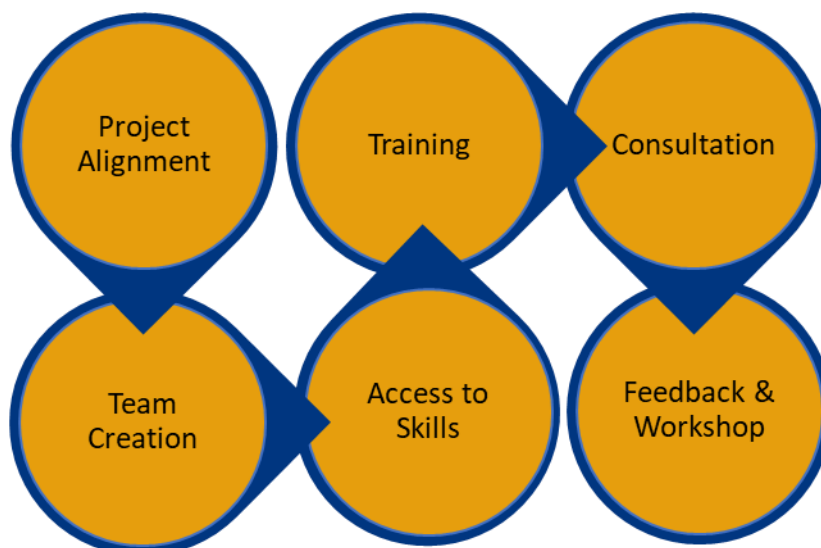


Figure 4 - Structuring Trial Design Tasks

Phase Two – Populating the methodology for RESILOC

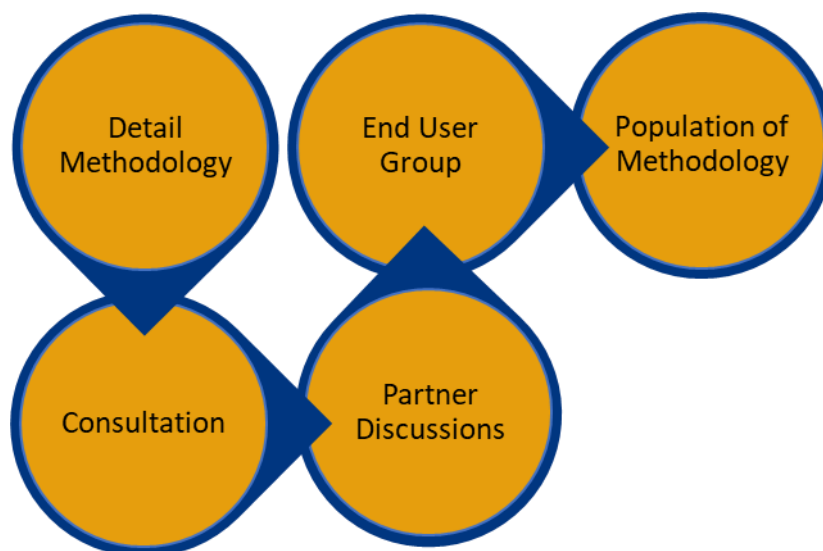


Figure 5 - Creation of the Methodology

Phase Three – Developing the Implementation Plan

Largely facilitated by the creation of a substantive draft of this Trial Design Deliverable, the implementation plan detailed:

- A process for management of the implementation phase
- Creation of a Trial Management Team to develop the design to a deliverable point.
- Roles for all project partners highlighting what would be required of them to contribute to successful Field Trials
- A detailed schedule of activity and outcomes that would be required to implement effective Trials
- Trial roles for all organisers, participants, evaluators and observers
- Trial Attendance (who will be involved)
- Meeting schedules with outline agendas and
- Generic Trial Programmes as the basis for development of scenario-specific versions



Phase Four – Support to the Execution Preparation

Facilitated by the project coordinators after publication of the Trial Design and Implementation Plan, the end of July saw a meeting held in Athens to present the design and to ensure that it was fit for purpose for implementation.

From this point-on, the Trial Design Team became part of the general support to the delivery partner as part of the Trial Management Team.

Phase Five – Delivery of pre-meetings & coordination of methodology throughout

One final component was delivered by the Trial Design Team in the form of two pre-trial meetings, the first to outline the process and the second to ensure preparation for the forthcoming Trial.

3 Approach to the RESILOC Field Trials

3.1 Introduction

This report sets firm foundations for delivery of the RESILOC trials by outlining the principles behind the trial design. It establishes expectations around how the trials are proposed to be constructed and provides a simple check-list for the project to follow as the trials proceed.

In terms of process:

- A first draft was issued in early **December 2020** for consultation across the project
- By the **end of January 2021**, it was adjusted based upon the feedback received
- **Throughout February 2021**, individual workstreams were created to start work on each of the 8 distinct workstreams outlined in this document (figure 7).
- The whole design process was managed by the Task lead (RAN) within the overall management of the Trials themselves by NKUA
- The objectives of this document were **completed by the end of June 2021** at which point, it underwent a full consultation with all partners and each of the trial localities.
- The **first Trial was originally scheduled for January 2022** with subsequent TTXs run every two Months thereafter through to July 2022 (these dates were subsequently varied).



Figure 6 - The RESILOC Field Trial Methodology

3.2 Trial Context

In the Grant Agreement, it was stated that the Project would use four trials to evaluate and validate the outcomes of the project. We further determined that each trials should include a workshop / capacity building component as well as an actual trial of the products. The workshop component was felt to be of as much value to the overall objectives of the project as the trials themselves. The trials were to be conducted in four of the five end-user communities represented in the project. The five end-user communities are West Achaia (GR), Tetovo (BG), Gorizia (IT), Catania (IT) and Kamnik (SL); The trial communities are West Achaia (GR), Tetovo (BG), Gorizia (IT), Catania (IT). Kamnik was added during the project as an end-user



community but would not host a trial. Instead, representatives of the community were planned to be involved as observers to the trials.

It was recognised that the four trial communities (West Achaia, Tetovo, Gorizia and Catania) each work within a different context. Even the two Italian communities who act within the same legislative framework were recognised as different due to culture, hazards, and socio-economic factors. Not all community members were able to express the subtleties of a context in English or to somebody from another cultural territory in Europe. To overcome this, a group of end-users ‘consultants’ was created to help produce the description of the context for each of the trial communities. These documents became known as “community profiles”. Whilst not forming part of this report, they provided a detailed description of everything that was special to each of the representative communities.

The ‘consultants’ for each were selected by the project partners themselves based on their ability to understand the local context and translate it to the terms needed in the trial design.

The end-user representative group and community representatives were:

- Maria Nikolaou (HMOD) consulting for West Achaia,
- Nikolay Todorov (BRC) consulting for Tetovo,
- Ramona Velea (ISIG) consulting for Gorizia and
- Salvatore Marchese (IES) consulting for Catania.

In the first meeting on 22 March 2021 this group was informed about the progress and planning of the trial design process. A second meeting on 13 April 2021 received a general update from the Scientific Coordinator reinforcing the underlying processes of the whole project. Within the presentation, the 4 trials were shown on the overall project Gantt with the task activities of the whole work package also represented.

The meeting then considered the two substantive components of the agenda - context and gaps. Both of these seemed perfectly straight forward in the abstract but, when operationalised for the project, suddenly seem rather more complex. The two issues created much debate which resulted in a change of approach for both components: For each community, there is a need to know the current arrangements for analysing strategic resilience such as:

1. User roles, tasks & responsibilities
2. Beneficiary roles, tasks & responsibilities
3. What tools are currently used - hardware, software, materials, data etc.
4. How are Disaster Risk Reduction (DRR) / resilience policies made – e.g., who is involved, what is assessed and how are decisions made?
5. Trends and autonomous developments

This information was needed to help inform choices of which aspects of RESILOC to trial and which scenarios to feature.

In the second end-user group it was considered how to capture the information at this stage taking into account the diversity of the four trial communities. A template approach was preferred which would enable members of the group to enter a dialogue with their respective community to create a prose description of the community context. The template was provided shortly after the second meeting.

3.3 Gaps

Gaps are the difference between current capability and the capability necessary for improved performance in terms of preparation for a natural hazard.



In RESILOC the gaps are not defined by the immediate need felt by an end-user as the concept of 'Resilience' as a tool to improve the safety and well-being of citizens is not felt to be embedded within local communities or internalised in the decision making.

Having access to the practical resources. In RESILOC the gaps are defined by a shared understanding coming from an analysis of literature and experiences from other projects which was translated into the Grant Agreement as the need for a strategic tool that could provide insight of the status quo of a community at a certain time. The assumption is that a better, holistic oversight would improve the decision making on allocation of the limited resources as effectively as possible to improve resilience. **The "Gap" in this context then, is the absence of such a tool.**

In first instance the assumption was that, in a guided workshop, in the native language of the end-user it should be possible to refine the above defined gap to something more specifically relevant to that community.

To test this principle, a workshop was run with end-users in Gorizia in February 2021. The comprehensive feedback distilled to: *local gaps could be derived only after going in-depth into the context of the community and functioning of the end-user* ie "what is the situation now"? before providing them a very thoroughly explanation of what the project will deliver as by then, the end-users will feel heard and understood by the project and it will then be possible to identify gaps that make sense both in the context of the end-user as in the context of the project.

In the second end user group meeting (see RESILOC Trial Context), it was discussed how the gaps could be defined based on the experiences of ISIG in Gorizia. It was agreed that it would be very hard to define the gaps per community. The very nature of the project and the development of the products would make it feel like that the gap will be defined by the benefits derived from use of the technology/solutions that were brought to the communities by the project. In other words: a holistic overview of resilience will be created by the project and presented as part of the process. Application of the RESILOC tools and platform will be evaluated to validate and verify whether they contribute to closing this gap and subsequently add value to the community.

In the second sprint organised by WP4, a two-day working session of the R&D partners and the end-users (26-27 April 2021), the project was able to communicate a more detailed working of the products to the end-users. In this way a good base was founded for the end-users to better define the expectations. Describing the expectations faced similar challenges as describing the context.

3.4 Research Question

The research questions were an outcome of a process of iterative steps which started in the summer of 2020. Since then, the project gradually grew a narrative on the project's outcome which was refined continually during the design process. With the process of defining the outcome of the project, the research question/s started to materialise. The answer to the basic question of the trial methodology for designing the research questions: 'what do we want to investigate/research?' was going hand-in-hand with growing understanding of the project and specifically what it was to deliver.

Starting from the RESILOC project review on 1 July 2020 a discussion began about the specific outcome of the project. As shown in the section on gaps, the outcomes of the research and development is largely determining the gaps and therefore as well the research questions. The discussion on what the outcomes should be became gradually part of a narrative in which the



end user was taken as starting point. Which was presented on the follow-up review of December 10, 2020.

The narrative and further developed understanding of the project gave clear directions, also to the research questions. It became clear that the RESILOC tools are strategic tools, to be used to develop policies and prepare decisions. Also, it will NOT be used in the response phase. It is part of the prevention, mitigation and especially the preparation phase. The RESILOC platform is using a fixed set of dimensions that will create a holistic 'snap-shot' and it can be manipulated to see the impact of actions.

With this better understanding the first sketches of research questions could already be drawn:

- *Is the RESILOC tool able to be used as a strategic tool?*
- *Does it work in the prevention, mitigation, and preparation phases?*
- *Is the tool able to provide snap shots of resilience? and,*
- *Does it allow manipulation, so possible actions can be weighted?*

Running-up to the follow-up review also the different users of the RESILOC tools became clearer. The governmental policy and decision makers were identified as the primary users. The Local Resilience Teams (LRT) were seen as secondary users of the tools, but with the essential task to provide a deeper understanding of the inputs and outcomes of the tool. As the LRT is a concept within RESILOC, it is part of the RESILOC outcomes and should/can be trialled. With a first draft the research question: 'does the LRT raise the quality of the input and outcome of the RESILOC technological tools and does it improve the actions?'

Catalyst of the discussions in RESILOC was the newly assigned role of Scientific Coordinator (SC). The SC is for the formulation of the research questions a key stakeholder. From the moment of instalment, he was able to give a complete overview of both the research as development of the RESILOC outcome to be trialled. As can be read above, for the research questions especially important was the description of the intended workflow using the RESILOC tools and how the RESILOC tools will support the local community in improving the resilience of their community. These conceptual descriptions were delivered by the Scientific Coordinator on several occasions.

In the DSR-01 mini conference on 4 February 2021 a clearer insight was given on the dimensions that should describe the local resilience. This was further elaborated in a bilateral meeting on 25 February 2021. In total there will be six dimensions which content is derived from indicators, which can be measured by proxies. This detailing led to the research question whether the dimension truly represent were they stand for.

As the research questions in draft started to grow following the general discussion in RESILOC, the RTG methodology was implemented by creating a structure for consultation for each of the steps in the trial design and therefore also for the research questions. This structure acknowledged the logical place of the trial research questions as a specification of the trial objectives using the defined gaps. So, the consultation was based on the questions 'what is the overall goal of the trials?' and 'what does the research and development part of the project wants to know (does it work?)'.

From the perspective of the trial design, getting the research question right at an early stage was logical. It was however, for the developers, seen to be a deflection them from their primary tasks. This became a challenge which was addressed by communicating progress, agreeing the consultation matrix and timeline of WP5.2. In this way, attention was raised to the need for early agreement. It was agreed to try to balance the requirement for information and interaction in such a way as not to distract the partners from their main task. It was acknowledged that, without a product there would be nothing to be trialled.



Using the principle that it is easier to react to something written than to work on a blank sheet of paper, a template was developed (appendix A) and filled with a first assumption of the research questions based on the process above described. The template used the criteria from the trial guidance methodology. Basically, it was presented as table with a list of questions with a field to react.

The consultation consisted of two phases; the conceptual consultation phase concentrated on development of the research questions. The template with the assumption for research question was presented to the Scientific Coordinator, the Work Package Leader and other key partners. They were challenged to add, replace, reformulate the research questions. In the second phase consortium-wide agreement on the concept research questions was sought. In both phases it proved to be practically difficult establishing meetings in a highly congested and compressed agenda. In the same time the steps of the trial design were made, the research and development parts of the project were undertaking so called “sprints”, within compressed time-frames involving partners concentrating their time and focus. This was a pragmatic approach making co-creation more practical.

The Research Questions were presented for consultation in the first phase together with the trial objectives. In this way it’s assured that a consistent line of reasoning exists between the objectives and the research questions which makes the process of validation more robust. In the end answering the research questions should lead to meeting the objectives.

RESILOC Research Questions

1. What is to be achieved with all trials?
2. Which specific need you want to cover with which solution?
 - a. What is the Trial dimension?
 - b. What is the User dimension?
 - c. What is the Solution dimension?
3. How do you measure it?
 - a. Which indicators?
 - b. With which ‘values’ can be what concluded?
4. Which physical, organisational requirements do you set on the context (achievable)?
5. Which risks can be identified (possible negative outcomes)?
6. Which term is needed to research and measure the question?

The challenge as described in the process proved to continue in the conceptual phase. With the at that time lacking user specifications of the RESILOC products. The research questions which should have a focus on the effectiveness bridging the gaps therefore remain stuck at higher level of abstraction. Having more higher-level research questions are more challenging when it comes to ‘answering’ them. A sound answer is given by good measurement and interpreting and is reliant on how specific the question is. On the other hand, when the higher-level research questions are agreed on it is relatively easy to make the questions more specific when more is known of the RESILOC outcomes/identified gaps.

3.5 Solution Selection

Because the RESILOC project was commenced with a single tech platform proposed, this aspect could be approached with a ‘light touch’ as it was addressed in the individual work packages of the project. However, it is important that we were able to explain the reasons for this position to potential future users.



The RESILOC products are a result of:

- **Studies**, for collecting and analysing information to define a classification for the functions that are critical to the resilience of communities. It defines the project baseline and identifies the gaps to be addressed.
- **Methods**, aiming at the definition of a set of new methods and strategies to allow the assessment of community resilience. It works for defining resilience indicators and specifying the RESILOC hypercube.
- **Software**, where the implementation and verification of the RESILOC tools is carried out.

The RESILOC solution is:

A platform consisting of an inventory and a cloud storage system incorporating:

- a methodology for collecting and analysing information,
- an app for communication with citizens,
- connections to existing systems for collecting data (eg Sensors),
- a number of sensors to be deployed, and
- a handbook/ guidance.

being for:

- primary users are **Local authorities**, represented by policy makers and the technical services operating in the community,
- secondary users are the **First responders and emergency services** (“practitioners”), with their capacity of feeding the system with live information and with lessons learned in the many scenarios they operate,
- beneficiaries are **Citizens and the civil society**; they are also intended to help feed the platform with ‘dynamic’ information, for example on their risk perception, and
- Local Resilience Teams (**LRTs**) represent the connecting link between administrations (authorities) and society (citizens and functional communities)

3.6 Scenario Formulation

The Trial Context presented opportunities to come up with specific trial scenarios linked to the work presented in D2.5 but made more specific to the needs and gaps identified in each of the trial communities.

In the research phase of RESILOC, an inventory was made by the project of which scenarios are most relevant for each of the end-user communities. This is described in Deliverable 2.5 “RESILOC Hazard Scenarios Analysis”.

The scenarios were derived by expert judgement and effort was made to create credible scenarios.

Throughout the work process, experts from the project communities independently identified known natural disasters as those that are most relevant for them, including because they bear significant impacts to the communities. Moreover, the pinpointed natural disasters are experienced frequently by the communities, which means that the information supplied in the scenarios would be of great detail. Exactly those details are

to support the development of the RESILOC Inventory and Toolbox. They would also enable a credible setup of the field trials.

For each of the communities the most important hazards were ranked and the top two are considered of primary interest to the project and further detailed. See Table 3 below

Table 1 - Top two hazards per locality (D2.5)

Community	Hazards
Catania (It)	<ol style="list-style-type: none"> 1. Earthquake in the 1st District 2. Flash flood in the ACA10 zone
West Achaia (Gr)	<ol style="list-style-type: none"> 1. Seaside forest fire 2. Earthquake
Tetovo (Bg)	<ol style="list-style-type: none"> 1. Snowstorm 2. Wildfire
Gorizia (It)	<ol style="list-style-type: none"> 1. Earthquake 2. Wildfire

Apart for defining the two scenarios per community in D2.5 the consequences were further assessed and ‘scored’ on five dimensions (institutional, environment, social, economic and people).

From the perspective of the trial design, D2.5 described pilot scenario which each community should prepare for.

Choice of location and disaster-types

One of the trial objectives is to show that the solution is widely usable. To accommodate that objective all the four scenarios (disaster-types) will be used. Therefore, showing the applicability for different disaster types. Each trial consists of two parts, which makes it possible to use both scenarios for the communities. The part in which the real test is done, the second part of each trial, can run a different scenario in each trial, where the first part, concentrates on capacity building

3.7 RESILOC Data Collection and Evaluation

3.7.1 Data Collection

The detailed data collection plan has been constructed by the partners leading this activity under a work package , “Implementation of the RESILOC platform”.

As a fundamental component of the validation plan, data collection needs to address the trial objectives

To guide and assist throughout the process of data collection, data process and data storage, the Data Collection Guide will contain a checklist that will be based on the Driver+ trial guidance tool. Moreover, the checklist will be aligned with the RESILOC ethics self-assessment sheet and in case that additional documents are needed (e.g. information sheets and informed consent forms for trial participants) RESILOC templates will be used.

3.7.2 Evaluation Approaches and Metrics

RESILOC differentiates between validation and verification in the context of evaluating the trials.



The trials will be used to validate (provide assurance) that the RESILOC platform and tools meet the needs of the local communities, LRT members and other related stakeholders. It involves acceptance and suitability with advisors and observers.

The trials will also be used to verify whether or not the RESILOC platform, its components and the tools comply with the user needs, requirement and expectations of the local communities. It is an internal process.

The evaluation approach of will depend on a comprehensive data collection plan arising from WP3's and 4 and will deal with "making sense" of the data through different techniques.

3.8 Trial Objectives

The process of making the RESILOC trial objectives started with a close look at the (revised) overall objectives of the project, the context of how they would effect communities and attempting to address the identified gaps . In the end, the trials are a kind of 'proof of the pudding'. The Trials are described in the GA as the part in which, by practical use of the RESILOC outcomes, they will be demonstrated and validated. So, in the broadest sense, the trial objective is: **To confirm the RESILOC platform as a tool for local strategic planning on Resilience through a process of validation**. As this very generic, specification was further sought by:

1. Reviewing the GA and the revised objectives,
2. Reviewing deliverable D2.7,
3. Extrapolating from presentations made by the Scientific Coordinator on the desired outcomes of the project on 25-2-2021, 12-03-2021 and 13-4-2021 and
4. Observing discussions in meetings of WP 3 and WP 4.

Although the methodology, put emphasis on the use of the end-user gaps as the starting point of the objectives, this was balanced with the high llevel gaps identified in the original proposal.

The step from the generic objective to more specific trial objectives was done by drafting examples and using these for a consultation round with the decisive stakeholders in the project, (TIHR, ISIG, NKUA and the SC). For this, a workshop was organised together in which the Trial objectives and the Trial research questions were presented and discussed. The comments were used to adapt, and where needed bilateral consensus was found with the reviewers.

After that the objectives were presented to all project partners in the substantive draft of this document and are further described here:

3.8.1 High Level Objectives:

To confirm the RESILOC platform as a tool for local strategic planning on Resilience by validating:

1. that the platform can perform an analysis in order to describe the status quo in terms of resilience.
2. integration of the REALISTIC EVALUATION MODEL in the assessment rational elements. Particularly the concepts of CMO (Context-Mechanism-Outcome) and Criteria.
3. the Resilience Self-Assessment Conceptual Approach.
4. the Resilience Assessment Framework which consists of 6 dimensions, with 3 features each and 4 indicators criteria per dimension's feature.
5. the Resilience Self-Assessment Approach with unavailable proxies.



6. the utility of the database

3.8.2 Detailed Trial Objectives

As the High-Level Objectives are somewhat ‘project centric’, it’s necessary to further develop them into a set of inclusive statements that embrace and encourage engagement with the user community. At this stage of design, the objectives are aspirational in so far as their practicality won’t be known until other aspects of the project are better understood. A good example of this is the emerging construct of the various LRT’s and how they will or won’t engage directly with the RESILOC tools. Objective 2 is designed in-part to measure this but has to start with an assumption that this will be tested and recorded.

The following were developed and shared for consultation in April 2021 and again ratified with users in March 2022.

Primary Trial Objectives	
To evaluate the RESILOC platform as a tool for local strategic planning on Resilience through a process of validation. The trials will test, verify and improve the project outputs by:	
1	Assessing the Resilience Self-Assessment Conceptual Approach.
2	Assessing the Local resilience team as an instrument for local strategic planning.
3	Validating the Resilience Assessment Framework which consists of a number of dimensions , with 3 features each and 4 indicators criteria per dimension’s feature These dimensions are described in detail in the report “RESILOC D3.1”
4	Assessing the RESILOC platform as a reference tool for all Communities willing to benchmark and improve their resilience conditions.
Furthermore, the Trials will:	
5	Provide constructive feedback to the RESILOC project
6	Provide materials for dissemination
7	Build capacities in the communities in order to improve the local resilience.

Table 2 - Detailed Trial Objectives



Secondary Trial Objectives (relating to the overall project objectives)	
1	<p>Operationalisation: Trial will show that the government of a community is, supported by the RESILOC tools, able to make strategies that lead to better coping with the natural hazards that threatens the community. The new strategies are:</p> <ol style="list-style-type: none"> 1. based on deeper and more detailed understanding of the consequences of a possible event to their community, 2. based on a deeper and more detailed understanding of the rational of resilience, 3. based on more engaged stakeholder's input (including that of citizens and operational services), 4. deemed more effective than the old strategies and 5. deemed to lead to less loss of lives, damage, societal disruption and environmental impact in case of a disastrous event
2	<p>The tailored tools and solutions offered by the RESILOC platform show that they fulfil the identified needs of the communities by</p> <ul style="list-style-type: none"> - improving the human and societal resilience <ul style="list-style-type: none"> o by better communication of state of play regarding resilience, o involvement of citizens in the process of understanding resilience, o innovative communication strategies), - integration of existing or promising tools, like <ul style="list-style-type: none"> o information sharing, o social media, o crowdsourcing, o location technologies <p>(RESILOC objective 3)</p>
3	<p>The RESILOC tools enables more effective communication across all strategic partners. The trials show that the RESILOC tools and solutions adequately, includes:</p> <ul style="list-style-type: none"> - better technical solutions for the monitoring of the environment and infrastructures, and for the communication between victims and first responders incorporating satellites and location technologies - improved involvement of stakeholders and citizens, thanks to dedicated communication campaigns <p>(RESILOC objective 4)</p>
4	<p>The trial show that the RESILOC tools and solutions fits into a wider Smart City scenario where sensors and actuators may help the community in rapidly rebound from an emergency situation</p> <p>(RESILOC objective 4)</p>
5	<p>The trials show that the tools and solutions:</p> <ul style="list-style-type: none"> - have reached a level of maturity and usability that can be passed over to a European Commission for being kept up and running and further used across Europe. - form a reference tool for all Communities willing to benchmark and improve their resilience conditions. - meet the intention to be left as a living tool to the European Commission <p>(RESILOC objective 5)</p>
6	<p>The trials show that the local strategic planning on resilience is improved. This improvement is obtained by</p> <ol style="list-style-type: none"> 1. a better situational awareness of resilience (better assessment). 2. an improved mechanism for planning for resilience (scenario development) 3. an improved monitoring and evaluation of resilience ('real time' state of play)
7	<p>Validate the integration of the REALISTIC EVALUATION MODEL in the assessment rational elements. Particularly the concepts of CMO (Context-Mechanism-Outcome) and Criteria.</p>

Table 3 - Secondary Trial Objectives



4 The Detailed Implementation Plan

4.1 Overall Picture of the Trials

The RESILOC Trials are based on a systematic and research-based methodology. To implement it, a Trial Management Team is proposed which consists of partners supporting the Trial Objectives, coordinating the application of new solutions by users and practitioners. The Trial Management Team is permanently working with the Trial Manager throughout the process of the Trial organisation.

Therefore, each Trial will actively involve practitioners in the process of evolving Solutions to meet their expectations. Solution gaps (as opposed to project gaps) will be revealed and defined by them on the basis of their experiences and problems they face in the realisation of their missions. These gaps will then be addressed with the intention of meeting and covering them (partially or completely) by the Solution developers.

It is important to underline that the process of Trials during the project period is being done in order to test, verify and improve the project outputs. This will assist to make these Solutions ready for an effective and sustainable utilization after the project's end.

As a broad overview: the 4 RESILOC Trials are designed to be a desk-top or virtual simulation of deployment of the defined strategic RESILOC Solutions through the preparation and response phases of a pre-agreed local scenario.

Each of the Trials will be hosted in one of the four localities drawing on participants from that local community (as described in the End User Engagement Strategy). Each Trial is planned to run over a period of 4 days in total; the first 2 being used for capacity building through workshops where the basis and theory of the Solutions will be explained and tested. The second 2 days will involve a more structured deployment of the Solutions facilitating a formal evaluation/verification and verification. Each aspect of each Trial is proposed to be followed by further feedback and evaluation activity.

The outcome of the Field Trials in terms of the project deliverables are three primary documents, all of which have a high dependency on adherence to the design:

D5.5 Field Trial Execution and Guidelines

D5.6 Field Trial Validation

D7.2 Evidence from the RESILOC trials

This section seeks to put these in context and to provide a foundation for them. It won't go into detail on specific content from them as they have yet to develop. Each of these will therefore be underpinned and supported by the structure and academic rigour provided by D5.4 (Field Trial Design).

4.2 Management Arrangements

Implementation will be an ongoing process throughout the trials. The basic components of this were delivered to all partners in a "substantive draft" of this report in July 2021 and managerial arrangements were proposed to move the design from a paper methodology to a deliverable series of events.

The first proposal is the establishment of a Trial Management Team (TMT) with the objectives of:



1. Delivering the detailed components of the Field Trial design,
2. Developing and communicating the implementation plan and
3. Managing the trials on the ground.

The TMT is proposed to be created from project members with specific responsibility for key aspects of the project. Giving organisations and specific individuals clear tasks related to their previous activity in the project enables the fastest and most relevant achievement of clearly stated objectives.

Creation of and buy-in to the TMT depends on individuals having a clear understanding of their role, activity expectations and required outputs.

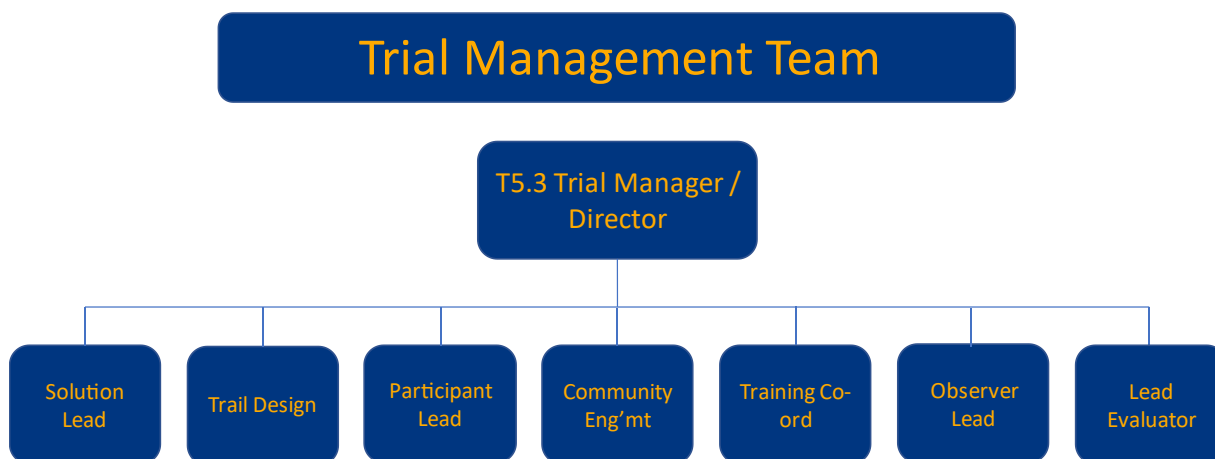


Figure 7 – Proposed Trial Management Team

Timely creation of the TMT will be critical to both successful execution and contribution to the following deliverables listed above.

Further and additional support to the TMT is likely to be needed to ensure strong events and outcomes. Whilst not part of the TMT, the criticality of these roles will need to be made clear with expected contributions suitably described and timed for delivery:

- Secretariat
- Tech Lead
- Ethics Advisor
- Scenario Management
- Comms & Media
- Trainers
- Data Collection

4.3 Management Roles

Named members of the TMT will each have clear responsibilities, a descriptor by which they can define their role and a list of outputs they each need to deliver to contribute to the Execution and Guidelines. Well-defined components of the implementation plan are agreed along with a critical timeline for delivery.

The broad roles of the TMT are proposed to be:



Role	Responsible for...
Trial Manager	Overall implementation and execution of the Trials including their organisation, resourcing, finance, accommodation/facilities etc.
Trial Director (Optional post to support Trial Manager)	Presenting and running days 3 & 4 of each trial
Solution Lead (technical)	Ensuring specification of required IT infrastructure, provision and tech support during the trials. Also ensuring availability and functionality of tools to be trialled and data collection processes.
Trial Designer	Consistent interpretation and application of the RESILOC Trial Guidance.
Participant Lead (Project)	Consistency and communication of the overall user experience
Community Engagement	Ensure involvement of all community players and engagement with lead representative from each locality
Training Coordinator	Running days 1 & 2 of the each trial inc. programme & content provision and organisation of trainers.
Observer Host	Hosting and organising the observers. Undertaking complimentary briefs for them and developing a programme to ensure that they experience appropriate aspects of the Field Trials.
Lead Evaluator	Provision, coordination and organisation of all aspects of the evaluation and validation of the trials.

Table 4 - Trial Management Team Roles

Within these roles both planning and delivery expectations are captured.

4.4 Meetings of the Trial Management Team

The purpose of meetings is to ensure consistency across the project in line with the Trial Objectives. The process needs to allow partners time to gather information from their respective workstreams to provide the necessary detail for delivery and in time for the first pre-trial meeting scheduled ahead of the first Trial.

The earlier the Trial Management Team is formed, the greater chance of success of the first Trial which will provide the launch pad for those to follow and the foundation for the three project Deliverables that result.

Formally organised and structured meetings of the TMT are required to ensure appropriate project management of the four events. Outline agendas are prepared to ensure that the TMT is adequately briefed and that all aspects of planning are covered on an ongoing basis. The content of individual meetings can be substantially reduced as tasks are completed or updates provided ahead of each meeting and to ensure opportunity to those involved to deliver as required. It will be for the Trial Manager to vary this as appropriate to meet the priorities and needs at each stage of preparation. Draft agenda for meetings are suggested as:



RESILOC Field Trial Management Team Inaugural Agenda

1. Agree TMT membership
2. Clarify roles and sub-responsibilities based on Project responsibilities
3. Consider draft Field Trial Programme
4. Consider 1st draft trial attendance list
5. Agree approach to communities and participants
6. Agree Work Schedule
7. Ongoing Meeting Schedule

Figure 8 - Trial Management Team Inaugural Agenda

RESILOC Field Trial Management Team Standard Agenda

1. Trial Manager Update (including Design consistency)
2. Programme Update (including Scenarios)
3. Solution Update
4. Training Update
5. Data & Evaluation Updates
6. Logistics Update (locations, facilities, invitations etc)
7. Comms and Media Update
8. Ethics Advise
9. Date of Next Meeting

Figure 9 - Ongoing Trial Management Team Meeting Agendas

4.5 Specific deliverables for the Trial Management Team

The Trial Management Team will have the job of taking theory and draft documents and creating all assets to support successful local events. Trial “Scripts” will be the main tool for achieving this and will include:

4.5.1 Trial Locations and Running Order

Locations, running orders and dates for pre-trial meetings and trials were adjusted after this report was finalised but the working assumption used ahead of creation of the TMT is presented here:

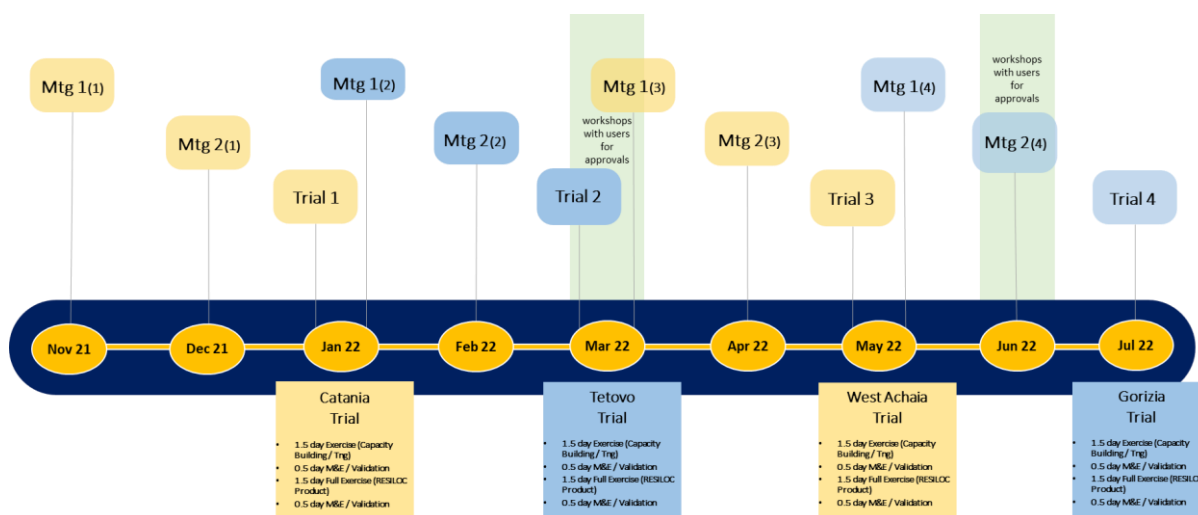


Figure 10 – Initial planned Trial Roadmap

The development of a schedule for trials is a difficult process as it requires the project to apply an evolving understanding of what the Trials will involve and apply this basic knowledge to create a timeline that will satisfy both the Grant Agreement, the recovery plan and the requirements of each individual partner.

The initial schedule (Fig 10) was created in the form of what became known as a “Road Map” to establish a ‘planning assumption’ that could be adopted and adapted as the project progressed. This gradually evolved into a firmer proposal as the shape of the solutions to trial became better understood and each community contributed their understanding of logistical issues that would arise.

A range of issues continued to impact this timeline at the point of publication meaning that this was accepted as the foundation for discussion and further development only.

4.5.2 Detailed Trial Programmes

Although each trial will be based on a different scenario with different participants and a different focus on each of the RESILOC solutions, they will follow a standard programme that will be consistently resourced and delivered.

It is anticipated that each Field Trial Programme will be matured as the events draw closer so it is important to agree the overall structure to be followed.

Only by obtaining this consistency will data and intel gathering as part of the evaluation and verification process be achievable across all trials. A draft programme was provided for agreement with the inaugural TMT and was current at the point of publication of this document.

In two parts, the Capacity Building components will include:

Capacity Building (Days 1 & 2)

Session #	Title	Lead
Day 1		
C01 (45m)	An introduction to the Field Trial	
C02 (45m)	What is Resilience 1	
C03 (45m)	What is Resilience 2	
C04 (45m)	An introduction to RESILOC	
C05 (1hr)	International Standards (UNDRR & Sendai	
C06 (45m)	Local Resilience (International LRT Examples)	
C07 (1hr)	An introduction to the RESILOC Tools 1	
C08 (1hr)	An introduction to the RESILOC Tools 2	
Day 2		
C09 (4 hrs)	Application of the tools. Pre-trial verification of functionality	
C10 (3hrs)	Debrief & Evaluation	

Figure 11 - Generic Field Trial Programme (D1&2)

Field Trial (Days 3 & 4)

Session #	Title	Lead
Day 3		
T01	Organiser & participant briefings	
T02	Introduction of the scenario	
T03	Facilitated discussion of available data & information and pre-existing resilience indicators	
T04	Review of existing information and connection of cloud solution	
T05	Cloud solution trial	
T06	Dry run of App	
Day 4		
T07	Field trial of App	
T08	Review of original Resilience indicators	
T09	Agreement of field trial outcomes	
T10	Debrief and evaluation	

Figure 12 - Generic Field Trial Programme (D3&4)

With the generic components of the Trials in place, the context of “Scenarios” will be introduced to bespoke them for each locality through each developing local script. The solution developers will need to ensure that the solutions are fit to trial in the context of that particular event.

The Data Collection and Evaluation leads will rely on a strong generic framework to develop their vital components so should be engaged throughout all aspects of creation of day 3 & 4 content. This will provide the detail by which verification can take place.

4.5.3 Further Developed - Proposed Standardised Trial Sequence

Taking the principle of a phased approach to the trials, a further more nuanced version of the approach to each of the four Trials was developed by the Trail Manager. Through this, the emphasis placed upon capacity building was enhanced with further detail to be added incrementally in the run-up to each trial.



Table 5 - Proposed Standardised Trial Sequence

At the time of publication of this report, this was still work in progress but the principle being developed was:

The RESILOC Field Trial procedure includes 2 phases to the end of the trial on site. Extended evaluations of the trial can be described as a third phase between trials.

1. Capacity Building (~2 months before trial)
 - a. Data and System Capacity Building (Involves LRTs and Citizens)
 - i. Collection of proxy values
 - ii. Preparation of indicators
 - iii. Software development
 - iv. Hardware development
 1. Interface with legacy system?
 - v. Scenario building “what-if scenarios for trials”
 - vi. Biweekly check points for development
 - b. User Capacity Building (~ 3 weeks before trial)
 - i. Prepare train users
 - ii. Assessment interpretation
 - iii. Identify actions to mitigate risk
 - c. Tabletop exercise (~ 10 days before the trial –internal only)
 - i. Check data
 - ii. .Check tool
 - iii. Run scenarios
 - iv. Identify small refinements (if needed)
 - d. Dry Run (2 days before the trial)
2. Field trials (PO, observers, incl reviewers for first trial)
 - a. Trial Day 1
 - i. Introduction to the project & scenario
 - ii. Explanation of the data collection mechanism
 - iii. Proxy references
 - iv. Questionnaire
 - v. Sentiment analysis
 - vi. RESILOC Sensors/Existing Sensors
 - b. Trial Day 2



- i. Play with the Tools*
 - 1. Platform*
 - 2. App*
- ii. First Trial Evaluation*

4.5.4 Facility requirements

As each component of the trial programme becomes agreed, it will be necessary to describe in detail the facilities and resources necessary to deliver it. This combined with the overall trial attendance list will provide the information required to accommodate and resource the trials sufficiently. A standard (resource) template should be created for each session to enable the secretariat to ensure sufficient facilities for the Trials.

4.5.5 Solution Descriptions

Work Package 4 of the RESILOC project describes “Implementation of the RESILOC platform”. In particular, D4.4 will detail “Guidelines for adapting command and control”. An early draft of this document will provide a confirmed list of the solutions to be trialled and a ‘user friendly’ description of what each of them do. As the Trials approach, far more detail will be required and the descriptions can be used as the basis to document these.

4.5.6 Training Programme & Training Packages

A detailed training programme for the capacity development programme (workshops) with a developed training plan and materials for each element. The Training Lead will oversee quality and consistency but there is no need for over-regulation of this aspect of the Trials. It will not form part of the evaluation / validation process but will be subject to an evaluation of community satisfaction with the process.

4.5.7 Scenario Descriptions

Although a common / generic programme will be adopted for all 4 Trials to ensure consistency and progressive development of the RESILOC solutions, each will need to be undertaken in the context of the risks identified elsewhere in the trials and as agreed with each locality. These will be presented as scenario summary sheets and all trial ‘injects’ on days 3 & 4 will make specific reference to use of the solutions within the context of these scenarios.

RESILOC is creating scenario-specific solutions so it is vital that they are tested in the context of these. The Scenario Lead will generate the first iterations based upon feedback received from D2.5 and subsequent detail provided through the Community Profiles. These will then be included in the trial scripts.

Additional content from the Community Profile exercise will be used to ensure that each Field Trial, although following a common formular, will feel unique to the scenario in which it being run.

4.5.8 Evaluation Strategy

This is a distinct task in its own right (T5.3). The evaluation / verification process to take place within the structure of the trials has been outlined but needs to be further developed and detailed within this process. It will be reported in detail in its own deliverable (D5.5) as described in the introduction above.



4.6 Logistics deliverables

4.6.1 Attendee List

A full agreed list of attendees to each trial including Organisers (and Trainers), Participants, Observers and Evaluators.

4.6.2 Media Plan

In conjunction with any local media provision (such as LRT's), the development of a detailed plan for filming, photography, social media and creation of dissemination material are needed.

4.6.3 Accommodation & Facilities

Ensuring the securing of accommodation at each location and the recommendation / coordination of logistical arrangements for attendees (hotels etc). This will require local support but will need to be managed centrally to ensure a consistent delivery of each trial and effective budgetary control.

4.6.4 Technical (IT) provision

With a clear understanding of the needs of the solutions and those available to the hosts, to undertake a gap analysis between locally available IT and that needed to technically trial the RESILOC solution.

4.6.5 Data Management

Ensuring the capture, storage and appropriate accessibility of all trial data generated as part of the evaluation process.

4.6.6 Finance

Proactive management and oversight of the trial execution budget.

4.6.7 Administration

Last but by no means least, a secretarial provision to handle all internal trial communication, venue booking, travel coordination etc.

4.7 Key issues for addressing through the Local Community Profiles and Scripts

Much of the detail required for final planning of the Trials is being collected through a series of "Local Community Profiles" which were developed to describe the four communities; Catania, Tetovo, West Achaia and Gorizia. The role of Kamnik (the fifth community mentioned in the Grant Agreement) was agreed as being to support evaluation and validation of the RESILOC tools.

The Community profiles were created through an iterative process of local engagement facilitated by 'Community Representatives' (the same User Representative Group described above). An event was held on 11 June 2021 to brief all interested parties at which point the representatives were requested to undertake a survey of their respective communities to produce data and information specific to them.



RESILOC Community

GORIZIA

PROFILE | COMMUNICATION | PREPAREDNESS



 The project has received funding from the European Union's Horizon 2020 research and innovation programme under grant agreement No 833671

Figure 13 - Local Community Profiles

As an appendix to the profiles, the opportunity was taken to look forward to seeing how some of the information will be used to support some of the **main aspects of** implementation and execution of the local field trials by considering:

- Location
- Primary Risk
- Addressed Vulnerability
- Involved Infrastructure(s)
- Target Group
- Goals and Expected results
- Practicalities and the Needed Preconditions and Data
- Metrics for the Assessment Before and After the Trial
- Exercise Participants – Roles

4.7.1 Primary Risk

The main hazards/ risks are understood and repeated in this document (also detailed in project Deliverable 2.5). Both documents were used to agree which of the hazards are likely to best serve the purposes of an effective trial in each community.

4.7.2 Addressed Vulnerability

A summary of local risk assessments was collected where they coincided with the themes identified in D2.5. For example, a local preparedness plan for one of the risks. This information informed development of a specific scenario for each trial that will both reflect the enormity of the primary risk but also address some of the local impacts that each community will be addressing.

4.7.3 Involved Infrastructure(s)

The severity and effect a major event has on a local community will often depend on the infrastructure impacted by the event. The profile will be used to get a sense of the perceived infrastructure vulnerabilities as local players see them.

4.7.4 Target Group

Responses to questions about local structures and authorities will strengthen what we already know from the earlier D5.1 which focussed on Community Engagement and local structures.



4.7.5 Goals and Expected results

Information provided in each profile will support the development of an extensive evaluation framework to be enabled by the trials. Detail on this about existing systems, processes, information sources and data will be used to inform the Evaluation Process.

4.7.6 Practicalities and the Needed Preconditions and Data

We know what the RESILOC tools require to test them but, at some point, we have to ensure that local operational arrangements can support them or whether additional support might be necessary ahead of the trials.

4.7.7 Metrics for the Assessment Before and After the Trial

As with any trial, effective pre-normative data will be required to assess the effects of the trial before and after the inclusion of project tools. This will again be captured within the evaluation, verification and data capture components of the process that will follow completion of the profiles.

4.8 Exercise Roles

Moving the Trials forward in real terms requires obtaining a consensus across the project for roles and responsibilities. The following requires acceptance and adoption from the whole Project.

4.8.1 Organisers

Creation and establishment of the above proposals is considered a design function, but it will be important for the project / TMT to agree on this approach together as, it will be for those organisations nominated for each role to deliver against them. The design team will stay engaged with the TMT to advise and support throughout.

The managerial roles of the TMT are described above. For actual delivery however, the TMT effectively becomes the Trial organisers.

In terms of timescales, a first TMT meeting is proposed before the summer break to give everyone time to consider their roles and to make space in their diary for preparation for the first trial .

Initial assumptions were based on our understanding of the Grant Agreement and partner's recent activity in the project.

The key roles are listed above with broad descriptions of their areas of responsibility. Each role will be filled by a named individual from the organisation which has specialised in that aspect throughout the project. Individuals may need to recruit additional support and this is referred to in the draft list of attendees below:

4.8.2 Participants (Community Users)

To be determined by each Community:

4.8.2.1 LRT's

Based on the approach established in Deliverable 5.1 (Community involvement Plan and results, first release), LRT members will be active in the following areas:



- **Communication and Community involvement** – LRTs have an essential role in ensuring the link between the RESILOC project and the communities in pilot areas. To this end, working closely with local partners LRTs should be able to communicate efficiently to stakeholders in their communities, as well as to ensure the engagement of stakeholders and citizens in project activities, such as trials, local information campaigns, workshops for the validation of project outputs, etc.
- **Emergency and Disaster Risk Reduction (DRR) Management** – LRTs support project partners in the development of the RESILOC trials. To this end, LRTs members should have both capabilities and competences that allow them to support the RESILOC team in the design and implementation of the trials, such as technical expertise in emergency management, disaster and risk reduction management, etc. within this area of activity, LRTs will also ensure that their knowledge on the local context is taken in consideration within the organisation of the trials.
- **Ethics and Inclusion** – LRTs support local partners in ensuring the compliance with Ethics and Inclusion principles in the development of activities at local level (e.g., making sure all groups/instances in the community are reflected in the Community involvement plan, that RESILOC activities (especially communication) are developed in compliance with ethics, privacy and data protection regulation, etc.).
- **Monitoring and evaluation** - LRTs support as well as local partners in implementing Monitoring and evaluation activities, especially for what concerns the trials, but also for the overall monitoring framework of the project.

The role of LRTs and their individual members will vary across the four trial sites according to the specific conditions of each site, the available resources and the type of the trials that will be carried out in each site.

Four LRT's will operate throughout the trials.

4.8.3 Evaluators

Predominantly populated from the Evaluation Lead (ISIG) and Kamnik (ACPDR), the evaluation team will be created and briefed based upon the requirements of D5.4 (Field Trial Validation) and the detailed components created by the Trial Management Team and Data Collection lead.

4.8.4 Observers

With a range of representations from the European Commission, other related projects and policy developers, observers will be invited to attend:

4.8.5 Field Trial check lists

A series of general checklists will be produced to support adherence and monitoring of implementation of the Trial Design based on the above guidance. These are intended to help everyone involved in organising trials on the ground maintain consistency of delivery in accordance with the Trial Design and in support of the evaluation and verification process. Ongoing support will be available throughout the trials from the design team.

4.9 Execution Timeline

Purposely left to the last paragraph of this section, the timeline needs to be owned entirely by the Trial Manager who carries responsibility for execution of the trials with assistance from the TMT. The tasks above, once allocated to individual team members, will be plotted against a diminishing timeline of inter-dependent criticality. An outcome-based timeline has been



developed to assist the Trial Manager and this is presented to assist at the inaugural meeting of the TMT.

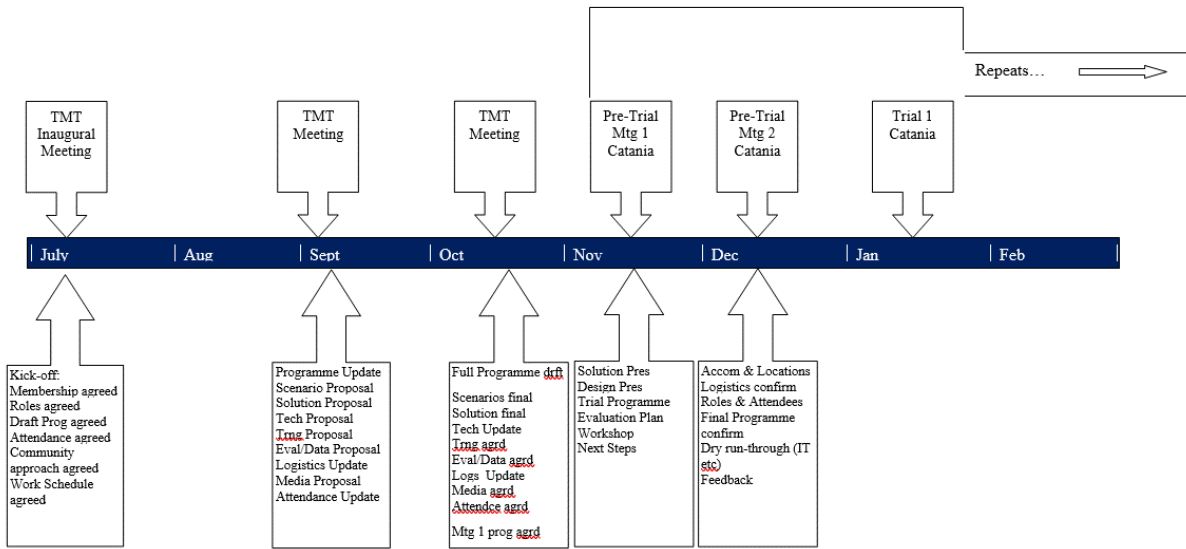


Figure 14 - Execution Timeline ¹

¹ Final locations, running order and agree dates for all pre-trial meetings and trials will take place after publication of this report



5 Conclusion

5.1 Challenges

5.1.1 Clarity of the Grant Agreement

An early study of the Grant Agreement led to an immediate review of the structure that would be required to discharge it as the language used was a little less than clear. For example, using the terms ‘pilots’, ‘exercises’, ‘trials’ and ‘field trials’ interchangeably when, in reality, each had a different meaning for different partners. In addition, there was mixed language around the phrases ‘table-top’ and ‘full-scale trials’. These issues required working-through with all partners to achieve a shared understanding not just of what was meant but also what was possible within the confines and resources of a limited project.

5.1.2 Use of an underpinning Methodology

The project agreed use of the TGM at an early stage and, in the absence of an alternative methodology, committed to adhere to its principles. This was a valid decision with limited alternatives. It was however recognised that application of a strict prescribed methodology was considerably beyond the capacity of RESILOC for a number of reasons:

Resourcing – The Trial component and budget of RESILOC was never planned to facilitate implementation of a specific methodology.

Focus – The intent of the RESILOC is to create new strategic assessment capability, not just to deliver trials. The trials are merely one component of the project with the main aims of extending use of the tools and verifying them in a locality and scenario context.

Stage of development of solutions – Many technology trial methodologies presume the availability of a range of solutions to evaluate their performance against assessed gaps. In RESILOC, the solution/s were already described in the proposal and GA.

Strategic nature of the RESILOC tools – Trials developed for creating trials of tactical and/or operational tools. As the project evolved, RESILOC tools were increasingly understood to be applicable at the strategic level of decision making, predominantly in preparation for a described scenario rather than during it.

5.2 Successes

The process of trial design is itself a substantial enabler to a complex project.

As an example, the process of capturing the Trial Objective in a single simple statement is beneficial to assist technology-focused partners translate their workings to end users who may not be so well informed on the impact that is desired.

The Trial design process may have resulted in a natural alliance of those that wished to deliver the most benefit for their stakeholders. The Trial Design Team noticed the same organisations repeatedly engaging more than others and, with this was noted that their stakeholders were increasingly deriving tangible benefit from the design process in the form of a growing understanding of what the project was trying to achieve.

To what degree the trials will be executed in accordance with the design remains to be seen and will be reported in a later report (D5.5 - Field Trial Execution and Guidelines). Within this report, a further analysis will be provided of how successful and supportive the design process was to the final trial deliver and evaluation.



I. Appendix A: RESILOC Research Question Survey

1	Overall research question	
1.0	What to be achieve with all trials?	
	Is the RESILOC platform able to describe the resilience in a community?	
1.1	Which specific need you want to cover with which solution?	
	The holistic information deficit on the local level to make the most effective decision to improve resilience.	
	What is the Trial dimension?	
	The trial gives sufficient input to the evaluations so lessons can be learned (trial 1,2 & 3), improvements suggested (trial 1,2 & 3), and/or the results validated (trial 4).	
	What is the User dimension?	
	The user is able to deliver the data content of the platform and is able to interpret the RESILOC platform outcomes so it will lead to improved actions.	
	What is the Solution dimension?	
	The RESILOC platform is able to absorb the data given by the end users and present sensible outcome in the form of the different dimensions of resilience. The technical environment of the end user and cloud is able to run the platform.	
1.2	How do you measure it?	
	Difference between the baseline outcome – RESILOC outcome Expert judgement and perceived improvement by users	
	Which indicators?	
	Ease to use Trust in outcome Quality / usefulness Quality of improved actions	
	with which 'values' can be what concluded?	
	<i>TBD</i>	
1.3	Which physical, organisational requirements do you set on the context (achievable)?	
	Input data is present at the start The resilience decision makers of the community are present during the complete trial. The IT environment is sufficient (computers, internet access, IT personnel) Enough rooms are available (rooms needed for decision making + counter play room + control room)	
1.4	Which risks can be identified (possible negative outcomes)?	
	Failure in input. The user is not capable to enter the needed input data, either by technical failure or organisational failure. Technical failure of platform, crashing or showing erratic behaviour No baseline set End user is not able to use the output of the platform	
	Research question 1	



2.0	What to be achieve with all trials? which knowledge and skills are needed to use the RESILOC platform?
2.1	Which specific need you want to cover with which solution? New technology and approaches create gaps in knowledge and skills in how to use it, interpret the outputs and develop actions for improvement. This can be overcome by specific training.
	What is the Trial dimension? The trial content is raising the knowledge and skills of the end users of the RESILOC solutions
	What is the User dimension? The end users perceive a raise in knowledge and skills on the technology and resilience that is sustainable either with or without use of the RESILOC technology.
	What is the Solution dimension? The quality of the capacity building is assured at the level of the user.
2.2	How do you measure it? Satisfaction survey Improved handling of technology by time-click measurements Improved decision-making strategies by observation and expert judgement
	Which indicators? Satisfaction rates Handling speed Quality of discussion on decision making and resilience
	with which 'values' can be what concluded? TBD
2.3	Which physical, organisational requirements do you set on the context (achievable)? Standard training requirements The resilience decision makers of the community are present during the complete trial. The IT environment is sufficient (computers, internet access, IT personnel) Enough rooms are available (rooms needed for decision making + counter play room + control room)
2.4	Which risks can be identified (possible negative outcomes)? Too high expectations by participants Too high expectations of level of participants Training material(s) not working
Research question 2	
3.0	What to be achieve with all trials? Do the six indicators sufficiently describe resilience in order to make decision to raise the local resilience?
3.1	Which specific need you want to cover with which solution?



		There is a need to describe resilience in aggregated terms in order to make it useable for a larger, non-academic group of people in policy development and decision- making processes.
		What is the Trial dimension?
		Does the trial make it possible to actually observe/ measure the holistic nature of the six dimensions?
		What is the User dimension?
		Are the dimensions making it possible to create a valuable oversight on which policies and decisions can be founded?
		What is the Solution dimension?
		Is the technology able to calculate the dimensions and what is the quality of the outcomes (margins)?
	3.2	How do you measure it?
		Following each dimension and its influence in the discussions, concluded policies and decisions. Monitor the differences in use of the dimensions by different users.
		Which indicators?
		Usability of each dimension Trustworthiness
		with which 'values' can be what concluded?
		TBD
	3.3	Which physical, organisational requirements do you set on the context (achievable)?
		Above the general requirements (see general RQ) Observers of discussions based on dimensions from different paradigms.
	3.4	Which risks can be identified (possible negative outcomes)?
		Outcome of dimensions are not recognised by users. Use of dimensions concentrates on a subset, the rest is ignored.

II. Appendix B: RESILOC ethics self-assessment sheet

RESILOC		RESILOC ethics self-assessment sheet		
<p>This document is a self-assessment sheet that must be filled out by owners of RESILOC deliverables. This is to ensure that research and/or development activities related to each project deliverable comply with requirements of RESILOC Guidelines on Ethics and Data Protection (GDPR).</p>				
<p>This RESILOC ethics self-assessment sheet must be used as part of each project deliverable that involves humans either in an active (e.g. data subjects) or passive (e.g. affected by tools) manner. Project reports (e.g. management or financial reports) are not required to undergo this ethics assessment.</p>				
<p>This document is an important exercise part of the RESILOC Ethics Framework as it allows the owner of each RESILOC deliverable to reflect on ethical consideration and data protection requirements in a structured and approved manner before submitting the document to the Commission for review.</p>				
<p>The document shall be used in line with the RESILOC Ethics Framework including the guidelines and procedures under deliverables D9.1 to D9.12 (all documents are made available on the RESILOC Own Cloud). The ethics self-assessment sheet must be included as the 1st Appendix A of the each RESILOC deliverable. In addition to filling out the sheet, authors must provide explanations of the answers given on the main table. Such explanations must be provided in the methodology section of the deliverable using the headline "Ethics Considerations and Data Protection". The ethics self-assessment sheets of private deliverables must be assessed through the responsible position within the issuing organisation. However, for public deliverables, the ethics self-assessment sheet must be approved by the RESILOC Internal Ethics Board. For that, please send this document to the Internal Ethics Board.</p>				
For information or assistance contact:		helena.marruecos@iml.fraunhofer.de		
The self-assessment was conducted by:		The self-assessment was approved by:		
Name	Jonathan	Name	Helena	
Surname	Hall	Surname	Marruecos	
Institution	Resilience Advisors Network	Institution	Fraunhofer	
Date	15/12/2021	Date	22/12/2021	
			yes	no
			n/a	
G	GENERAL			
a	Did the research for this deliverable involve the collection of personal data?		X	
b	Does this deliverable, and the activities that have fed into it, comply with Regulation (EU) 2016/679 known as GDPR and 2002/58/EC Directive on privacy and electronic communications?	X		
c	Does this deliverable, and the activities that have fed into it, comply with the relevant national data protection and privacy laws, codes of practice and guidelines?	X		
d	Are there any ethics risk identified related to your work under this deliverable?		X	
1	Human Participation/ Informed Consent			
1.1	Procedures and criteria that will be used to identify/recruit research participants (D9.1)			X
a	Did the research for this deliverable involve the recruitment of research participants? (<i>this includes surveys and interviews</i>)		X	
b	Did you identify selection, inclusion, & exclusion criteria?			



1.2	Recruitment of respondents via social media (D9.4)							
b	Were special measures taken to ensure that the participants are adults?							
c	Did the research for this deliverable involve data collection using social media?							
d	Were measures taken to use only public profiles for the collection of data?							
		yes	no			yes	no	n/a
1.3	Use of the informed consent forms and Info sheets to recruit research participants (D9.2)							X
a	Consent Form was issued							
b	Information sheet was issued							
c	Combined sheet was issued							
				Issued in local language				
1.4	Use of the informed consent forms and information sheets on data processing (D9.9)							X
a	Consent Form was issued							
b	Information sheet was issued							
c	Combined sheet was issued							
				Issued in local language				
2	Organizational measures							
2.1	Data Protection Officer or contact person (D9.5)							X
a	Do you have a Data Protection Officer or contact person for participants?							
b	Was this contact mentioned on the Informed Consent Forms?							
3	Technical measures							
3.1	Technical safeguard mechanisms for handling of personal data (PD) and special categories of personal data (SCOPD) (D9.6 / D9.8) (SCOPD include information such as ethnic origin, political opinions, data concerning health, etc. For more details see Article 9(1) GDPR).							X
a	Did the research for this deliverable involve the collection of SCOPD? (D9.6)							
	Which mechanisms were used to safeguard the personal data collected?							
b	pseudonymisation			anonymization				
	encryption			other (specify in the line below)				
	access restriction							
3.2	Data minimisation (D9.7)							X
a	Has as little as possible data been collected throughout the research process?							
b	If more data was collected than initially needed, did you ensure the data was deleted?							
3.3	Data profiling (D9.10)							X
a	Was or will the data collected in the deliverable be used for data profiling?							
b	Were all data subjects informed of the profiling and its possible consequences? (as part of the Inform Consent Form and the Information Sheet)							
c	Were sufficient measures in place to safeguard their fundamental rights?							
3.4	Processing of previously collected personal data (D9.11)							X
a	Did you obtain consent to use personal data from previously executed research?							
b	Are technical/organisational measures required to safeguard the rights and freedoms of the data subject according to EU and national legislation in place in your organisation?							
4	Other Issues of ethical concern							
a	Were there any other ethical considerations detected during the work of this deliverable that are not covered by the list above?						X	
B	If yes, please list the concerns below and elaborate on the related counter measures in the methodology section of this document							



5		Opinions/approvals provided by ethics committees and other experts							
5.1		Following documents received opinions/approvals provided by ethics committees and other experts for the research conducted for this deliverable.							
			yes	no			yes	no	n/a
a	Informed Consent Forms and Information sheet	IEB			EEA				X
		DPO			LEB				
b	Questionnaires / Surveys	IEB			EEA				X
		DPO			LEB				
c	Design /Methodology of research activity	IEB			EEA				X
		DPO			LEB				



III. Appendix C – Glossary & References

Introduction

As with any well-founded research project, RESILOC will gain credibility and usefulness from expressing and referencing clear and well described definitions of the phrases and terms used within its outputs.

Well researched and resourced efforts have been deployed across the Disaster Resilience sector and would be wasted effort for this project to attempt to recreate them. It is also important that the project recognises and values the need for a common nomenclature across the DRR sector whenever possible. Such an approach will ensure both the shared comprehension of principles and the interoperability of outcomes and products.

It is not in the interests of RESILOC to redefine or re-invent perfectly usable and accepted professional terms and definitions. For this reason, the Project partners have accepted a professional baseline known as the '**Base Glossary**' suite of definitions founded largely (but not exclusively) on the work of the;

International Standards Organisation (ISO)

United Nations Office for Disaster Risk Reduction (UNDRR), formerly known as UNISDR and the International Federation of Red Cross & Crescents (IFRC)

This '**Base Glossary**' of terms is the outcome of a project-specific standardisation/alignment activity that was implemented to ensure a common and sound language between researchers working on RESILOC and for the purpose of supporting focused and comprehensive communication efforts within the project consortium and with external stakeholders.

A second component of the glossary developed is the '**Project Glossary**'. This includes those terms and phrases that are either;

- new to the DRS world due the specialist activities of RESILOC or,
- are accepted terms from the Base Glossary which need 'flexing' to fit the activities and context of our work.

The Project Glossary is an ongoing 'work in progress' and will be kept live for the entire duration of the project as it proposes new entries, stresses and tests its own explanations and definitions. At any given time, the terms and phrases used will range from those receiving a consensus across the project to those that are desired but are immature in development. The Project Glossary will become increasingly credible as time progresses and will be completed for publication towards the final stages of the project.

At this stage of the project, the majority of terms presented have been identified through the research efforts employed through Work Package 2; "Comparative Analysis of resilience in societies and communities". Work Package 5, "Communities involvement and field trials" and Objective 1; "Increase the understanding of resilience in societies and local communities".

It is expected that terms may be removed or newly defined as the project continues. To conclude on the currency of data please observe the Document history.

The RESILOC Project is keen to deliver value beyond its original remit, in particular to other projects operating within the same H2020 Call area for Disaster Resilient Societies (DRS01 - Human factors, and social, societal, and organisational aspects for disaster -resilient societies).



This will be achieved through developing a shared 'Base Glossary' contributed to by all projects in the call and by sharing the evolving RESILOC 'Project Glossary' to avoid duplication and encourage academic consideration and challenge of the definitions or meanings selected.

Intended use

The Base and Project Glossary of terms are combined and presented here representing a collection of terms as defined and agreed upon during the first phase of the RESILOC project whilst maintaining the flexibility and capacity to evolve during later stages of the project. It is intended to be used for the coordination of research activities but mainly for coherent and sound communication activities within the project and with external stakeholders.

The hierarchy involved in determining the definition used throughout the project is as follows: The standard definition (from the Base Glossary) always apply unless a different meaning is clearly attributed to it within a document/deliverable. Where this is the case, the alternative definition is clearly referenced as such in the Project Glossary and the author is encouraged to justify why this has been necessary in their text.

Project partners that publish content from the RESILOC project are required to consult and reference the glossary. Where additional inter-understanding or perspectives is required, new terms and phrases are proposed and described by the respective author incorporating them. In this way, the Glossary will grow and gain professional credibility as the project progresses.

Each Deliverable within the project will reference this document and rely on it to reflect the content and context of each term or phrase used.

The Base Glossary is further provided for comment and development by the other three projects in our DRS01 activity area and the RESILOC specific section (the Project Glossary) is shared for scrutiny and improvement.

The glossary (v1.7) attached to this report is available on the RESILOC Website here. <https://www.resilocproject.eu/publication/>



IV. Appendix D – Trial Design Community Engagement

Community involvement for trial design was undertaken before the project created an agreed method for working directly with users. To overcome this and to enable necessary design work to progress, RAN created a '**User Representative Group**'. The following details the engagement had with that group and with other partners when it also involved them. Other documents provided contain references and further context for community engagement activities.

1. **Pre-Consultation for D5.4 & the RESILOC Trial Guidance** 01 December 2020

This was the User representatives first detailed exposure to the methodology we would be applying. We received very limited feedback as the process had yet to be explained but it aided the foundations for the meeting to follow after Christmas.

01 - Pre-consultation document -

https://owncloud.fraunhofer.de/remote.php/webdav/RESILOC_owncloud/WORK%20PACKAGES/RESILOC_WP5/T5.2%20Field%20Trial%20Design/Support%20to%20D5.2/01%20-%20preconsultation%20D5.4%20RESILOC%20Trial%20Guidance.docx

2. **Trial Design Coordination Meeting** 25 Jan 2021

The WP team met and agreed content for presentation at the meeting on 25th where feedback on the pre-consultation could be provided and RAN could outline how the rest of the design task would be undertaken.

02 - Video of the trial design -

https://owncloud.fraunhofer.de/remote.php/webdav/RESILOC_owncloud/WORK%20PACKAGES/RESILOC_WP5/T5.2%20Field%20Trial%20Design/Support%20to%20D5.2/02%20-%20T5.2%20Trial%20Design%20Process%20Video%2025Jan21.mp4

03 - Presentation of the trial design -

https://owncloud.fraunhofer.de/remote.php/webdav/RESILOC_owncloud/WORK%20PACKAGES/RESILOC_WP5/T5.2%20Field%20Trial%20Design/Support%20to%20D5.2/03%20-%20Trial%20Structure%20Slides.pdf

3. **The End User Engagement Strategy** that we've worked to throughout was agreed as part of the project's 'Recovery Plan'. Mainly developed by ISIG as part of the recovery plan, this structure was used comprehensively to form our User Representative Group to develop further content for the design.

04 - End User Engagement Strategy for Community Engagement -

https://owncloud.fraunhofer.de/remote.php/webdav/RESILOC_owncloud/WORK%20PACKAGES/RESILOC_WP5/T5.2%20Field%20Trial%20Design/Support%20to%20D5.2/04%20-%20User%20Engagement%20Strategy.pdf

4. **End User Group Meeting 1** 22 March 2021

This was a detailed meeting with the newly formed End User Representation Group. The agenda and discussions led to the issuing of our first newsletter and update.

05 - End User Group Presentation -

https://owncloud.fraunhofer.de/remote.php/webdav/RESILOC_owncloud/WORK%20PACKAGES/RESILOC_WP5/T5.2%20Field%20Trial%20Design/Support%20to%20D5.2/05%20-%20End%20User%20group%20meeting%201.pptx

06 - Video of the meeting -

https://owncloud.fraunhofer.de/remote.php/webdav/RESILOC_owncloud/WORK%20PACKAGES/RESILOC_WP5/T5.2%20Field%20Trial%20Design/Support%20to%20D5.2/06%20-%20Trial%20Design%20User-Group%2022-03-2021.mp4



5. Trial Design News & Update 23 March 2021

This document provides some helpful text around the formation of the User Representation Group and how it was to be used. It was issued to all project partners.

07 - Trial Design News 01 -

https://owncloud.fraunhofer.de/remote.php/webdav/RESILOC_owncloud/WORK%20PACKAGES/RESILOC_WP5/T5.2%20Field%20Trial%20Design/Support%20to%20D5.2/07%20-%20Trial%20Design%20News%2003-22.pdf

6. Trial Roadmap formal proposal 24 March 2021

This was the first occasion we tried to establish a clear running-order for the trials and to establish expectations around pre-trial meetings for communities. It came from the End User Representative Group meeting and was presented to PMB the following week

08 - Trial Roadmap -

https://owncloud.fraunhofer.de/remote.php/webdav/RESILOC_owncloud/WORK%20PACKAGES/RESILOC_WP5/T5.2%20Field%20Trial%20Design/Support%20to%20D5.2/08%20-%20Trial%20Roadmap%20for%20PMB%2024-03-21.pdf

7. Trial Design News & Update 5 April 2021

Again, some useful content outlining the detail that was being prepared as part of the WP.

09 - Trial Design News 02 -

https://owncloud.fraunhofer.de/remote.php/webdav/RESILOC_owncloud/WORK%20PACKAGES/RESILOC_WP5/T5.2%20Field%20Trial%20Design/Support%20to%20D5.2/09%20-%20Trial%20Design%20News%2004-05.pdf

8. End-User group meeting 2 13 April 2021

The follow-up detailed meeting to continue trial design planning with the User Representative Group which considered the content of the two preceding news & updates in depth

10 - Agenda for meeting -

https://owncloud.fraunhofer.de/remote.php/webdav/RESILOC_owncloud/WORK%20PACKAGES/RESILOC_WP5/T5.2%20Field%20Trial%20Design/Support%20to%20D5.2/10%20-%20Agenda%2013-4-2021%20End-usergroup.docx

10a - Presentation to meeting -

https://owncloud.fraunhofer.de/remote.php/webdav/RESILOC_owncloud/WORK%20PACKAGES/RESILOC_WP5/T5.2%20Field%20Trial%20Design/Support%20to%20D5.2/10a%20-%20End%20User%20group%20meeting%202.pptx

9. Full Draft of 5.4 issued for consultation 16 April 2021

The next draft of 5.4 contained the updated and more detailed structure and methodology. It was published to all partners including the User Representative Group. Feedback received from a number of partners, unfortunately, not from yourself.

11 - Consultation Draft 5.4 v0.3

https://owncloud.fraunhofer.de/remote.php/webdav/RESILOC_owncloud/WORK%20PACKAGES/RESILOC_WP5/T5.2%20Field%20Trial%20Design/Support%20to%20D5.2/11%20-%20D5.4%20trial%20design%20consultation%20v0.30.docx

10. Consultation Plan and sub-task lists 21 April 2021

With a strong framework established and general buy-in from the project partners, detailed work on the methodology carried-on until the end of May when the focus switched to the implementation plan. This spreadsheet was worked on by the User Representative Group



12 - Consultation Plan -

https://owncloud.fraunhofer.de/remote.php/webdav/RESILOC_owncloud/WORK%20PACKAGES/RESILOC_WP5/T5.2%20Field%20Trial%20Design/Support%20to%20D5.2/12%20-%20T5.2%20Execution_plan_V1.1.xlsx

11. **PMB Update** 4 May 2021

A graphical update of progress with users provided for PMB

13 - PMB Update -

https://owncloud.fraunhofer.de/remote.php/webdav/RESILOC_owncloud/WORK%20PACKAGES/RESILOC_WP5/T5.2%20Field%20Trial%20Design/Support%20to%20D5.2/13%20-%20T5.2_RAN%20PMB%20May.pptx

12. **WP5 Meeting update** 11 May 2021

An update of progress given to WP5 colleagues

14 -

https://owncloud.fraunhofer.de/remote.php/webdav/RESILOC_owncloud/WORK%20PACKAGES/RESILOC_WP5/T5.2%20Field%20Trial%20Design/Support%20to%20D5.2/14%20-%20T5.2_WP5%20Mtg%2011-May-21.pdf

12. **Community Profile** preparation

This was the text written for the community profile questionnaires arising from the design activity

15 - Community Profile Text -

https://owncloud.fraunhofer.de/remote.php/webdav/RESILOC_owncloud/WORK%20PACKAGES/RESILOC_WP5/T5.2%20Field%20Trial%20Design/Support%20to%20D5.2/15%20-%20Community%20Profile%20Text.pdf

13. **Trial Design News & Update** 25 June 2021

Describing the current state of trial design just ahead of issue of the substantive draft for consultation

16 - Trial Design News & Update 3

https://owncloud.fraunhofer.de/remote.php/webdav/RESILOC_owncloud/WORK%20PACKAGES/RESILOC_WP5/T5.2%20Field%20Trial%20Design/Support%20to%20D5.2/16%20-%20Trial%20Design%20News%2006-25.pdf

14. **Community User Briefing** 28 June 2021

As the communities themselves had never received a direct briefing on the trial planning, and in accordance with a request to start, a full briefing note and presentation were prepared.

17 - Community User Update -

https://owncloud.fraunhofer.de/remote.php/webdav/RESILOC_owncloud/WORK%20PACKAGES/RESILOC_WP5/T5.2%20Field%20Trial%20Design/Support%20to%20D5.2/17%20-%20Community%20User%20Update%2006-28.pdf

15. **Community User Group Presentation** 30 June 2021

The requested presentation for communities

18 - Community User Group Presentation -

https://owncloud.fraunhofer.de/remote.php/webdav/RESILOC_owncloud/WORK%20PACKAGES/RESILOC_WP5/T5.2%20Field%20Trial%20Design/Support%20to%20D5.2/18%20-%20Community%20User%20group%20meeting%20July21.pptx

16. **Substantive Draft of D5.4** 01 July 2021

The substantive draft of D5.4 which contains much of the textual detail for User Representative engagement over the past 9 months which you are free to use in your document D5.2.



19 - Substantive Draft D5.4 -

https://owncloud.fraunhofer.de/remote.php/webdav/RESILOC_owncloud/WORK%20PACKAGES/RESILOC_WP5/T5.2%20Field%20Trial%20Design/Support%20to%20D5.2/19%20-%20D5.4%20Field%20Trial%20Design%20-%20Substantive%20Draft.docx