First Report on Quality Assurance KPIs

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1 Summary for Publication

To manage risks and ensure that I4C achieves its objectives and realizes its impacts six KPIs were defined which will help guide the project management team (the Scientific Steering Committee - SSC) in its assessment of the project's progress. The first assessment of these Quality Assurance KPIs has now been carried out. This was accomplished, in part, via an anonymized internal survey shared with all project participants. In later reports we will also include additional objective criteria as well (e.g., # publications, conference proceedings, participation levels). The outcomes of the survey are presented and summarized in this report. The results will be shared with all project participants and actions taken as necessary to ameliorate any shortcomings. Further, these outcomes will be included in the project periodic reporting to the EC.

2 Detailed Report

2.1 Introduction

To manage risks and ensure that I4C achieves its objectives and realizes its impacts six KPIs were defined in D8.2 (Table 1) that will help guide the project management team (the SSC) in its assessment of the project's progress. The fist assessment of our Quality Assurance KPI's has now been carried out and we include the results in this report. These will be shared within the project and where needed actions taken. This assessment will also be used internally at NORCE to improve its internal routines and overall competence in coordinating large, international research projects such as those funded via Horizon Europe.

2.2 Work Carried Out

We channeled the KPIs detailed below into questions to be included in a survey mailed to all project participants. This survey was conducted to assess overall coordination of the project, work package interactions, reporting processes and documentation, and alignment with scientific goals and plans. The survey was sent to 140 recipients across the consortium, including both scientific and administrative personnel. 26 individuals completed the survey, with a further 9 completing 50% of the survey questions. This survey occurred after our first reporting period and second Annual Meeting. The results of this survey are also addressed under KPI 6. Not all the KPIs could be addressed in this manner, and some will be directly addressed in upcoming deliverables. Where this is the case, we have noted it.

2.3 Assessment of Quality Assurance KPIs

KPI 1:

Measure the physical readiness of the approaches and newly developed outputs in WPs 2-5 through thorough quality assessment using relevant metrics for each area

(e.g., skill scores, comparisons to high density observations, process evaluation, representation of extremes, impacts and uncertainty and satisfying assumptions underpinning generations of seamless information)

Measures

- Scientific output (e.g., peer-reviewed papers)
- Evaluations/intermediate assessments

This KPI will not be fully ready for assessment until after the project midway point.

KPI 2:

Measure the fitness-for-purpose of I4C results from fundamental science (WPs 2-5) through to implementation and action (WP1,6)

This overlaps with K1 and includes both surveys of stakeholders and scientists on whether I4C is producing actionable information as well as quantitative assessments (quantitative and qualitative)

Measures

- Surveys of I4C scientists and stakeholders (undertaken in the course of the relevant work packages). We also note that this is covered in the co-evaluation framework in 2 of the four pillars: "Climate services that: 3) contribute to real, relevant and impactful adaptation action; and 4) are reliable, transparent and trusted".

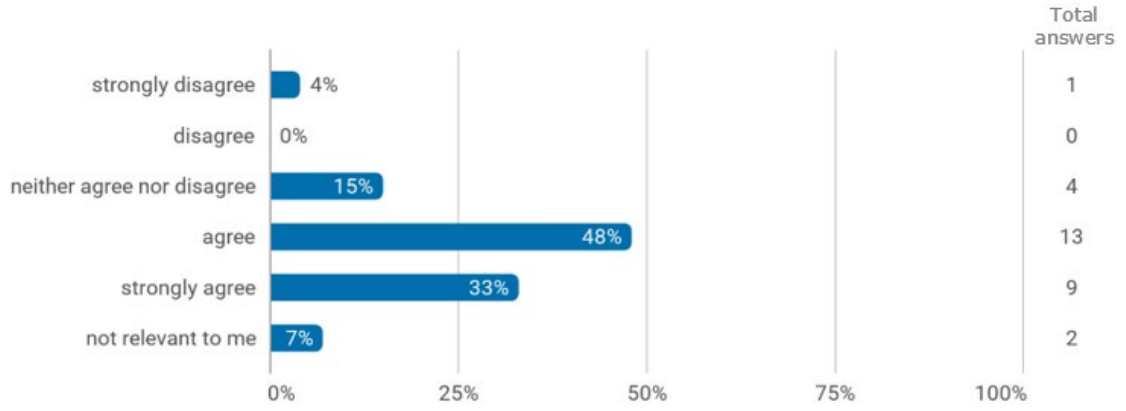
Question : Do you feel that I4C is meeting its ambitions to provide breakthroughs in fundamental science?

Overview of Responses:

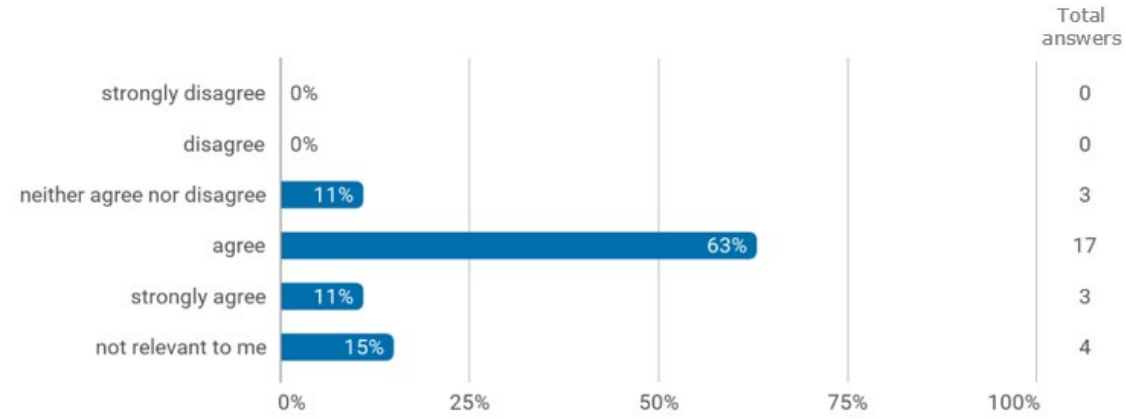
81% of respondents indicated that they either agree or strongly agree that the I4C project is meeting its ambitions to provide breakthroughs in fundamental science. One person strongly disagreed with this point.

Planned Actions:

Despite the primarily positive response to this point, the project management office will aim to gather input on how the project might improve its impact. For example, through an additional survey, or dedicated discussion with the Scientific Steering Committee or at the next consortium gathering (virtual or in person). An overview report of the survey will be circulated, and a further opportunity to provide input can be offered in tandem with this.



Question : Do you feel that I4C is meeting its ambitions to provide actionable information to stakeholders?



Overview of Responses:

A large portion of respondents (74%) agreed or strongly agreed that I4C provides actionable information to stakeholders.

Planned Actions:

This aspect of the project is ongoing, is expected to develop further and will have a growing impact as the project progresses. In particular, WP6, the Demo Task Team, the Adaptalab events (a second event is planned for March 2025, with another to follow), the WP7 Road Show, relevant deliverables and further interactions between

work packages will certainly feed into this point. These activities and events will open the assessment of fitness-for-purpose to the stakeholder and user community (also, linked with KPI 3a).

KPI 3a:

Evaluate the co-production processes in the project, specifically in the Demonstrators and in the Klimathons (Adaptalabs), conducted through an internal survey of I4C scientists as well as a survey of local stakeholders from the Demonstrators (surveys of co-production with stakeholders are already scheduled as part of the WP6 work plan) (Qualitative).

Measures

- Co-evaluation task team reporting and co-evaluation documentation

This KPI will be best assessed via the co-evaluation work that is ongoing in WP6 and will be disseminated in D6.4. The co-evaluation framework provides four pillars that will guide the co-evaluation process with each individual stakeholder, focusing on three elements: the co-production process, I4C outcomes, and impacts. The framework has been tested and the first inputs from stakeholders collected.

KPI 3b: Assessment of depth & quality of stakeholder, user interactions within demonstrators and elsewhere such as the knowledge networks in WP1.

Measures

- # meetings and/or interactions (quant.)

During the first two years of the project, I4C Demonstrators had multiple meetings with stakeholders - in form of interviews, in-person meetings and workshops - to co-explore and star co-designing climate services (the meetings summaries are collected in the I4C Demonstrator diaries).

The number of meetings in Barcelona has been around 50. This includes regular meetings with the project partner, and the local stakeholder from Barcelona, 300k. Other meetings were with local stakeholders and policy makers to discuss the problem of heat in Barcelona and the need for climate services, as well as the work on the services co-production. In addition, there were seven interviews with the local knowledge networks' representatives.

The Bergen Demonstrator had 11 stakeholder meetings. In addition, there was a half-day workshop with the Norwegian Civil Defence office, with approximately 50 participants.

The Prague Demonstrator has been keeping regular conversations with the Municipality of Prague and had eight meetings with other local stakeholders.

There were four meetings with the key stakeholders from Paris (Santé Publique France and l'Institut Paris Région) and 12 individual interviews to understand their expectations and needs and strengthen their involvement in the project. The Paris Demonstrator team hold three webinars to strengthen the link between climate scientists and stakeholders. The webinars were of the open character and hosted 6-10 participants each.

30 different stakeholders have been interviewed in Hamburg to explore and ensure engagement with knowledge networks operating in climate change adaptation. The interviews with knowledge networks (from Hamburg and Barcelona) will be analysed and reported in D1.3.

- Examples of direction/input from stakeholders and/or users (qual.)

Examples of directions and inputs from stakeholders in Barcelona include:

- Inspiration for development of the catalogue of climate services. This catalogue is a result of discussions and inputs from the local stakeholder (and project partner) 300K and two local governments – the city of Barcelona and the province of Barcelona.

- The first climate services prototype: S2S temperature pilot. This came as a request of individual municipalities within the Metropolitan Area of Barcelona.

- Heat-Health Workshop – attended by 40 participants, co-organised and co-branded by Impetus4Change and the Metropolitan Area of Barcelona. The request for such a forum where those affected by and interested in the topic of heat and health in Barcelona could come together, exchange knowledge and experience, and start co-creating solutions, came from various stakeholders interviewed in the project.

Some of the inputs from Prague include:

- The list of indices for analysis. This was discussed with the representatives from the Municipality of Prague.
- Data on urban infrastructure for further applications.
- Themes for climate Services.

The inputs from Bergen water department include the advice on the hydrological modelling, while the Bergen municipality asked for information on neighborhood level.

- # multiplier opportunities/contacts (quant.)

I4C presented to local (and wider) stakeholders at a number of events, including the presentations at scientific conferences: ECCA2023, GROWTH vs Climate, Human Geographies of Adaptation, EMS 2024, INTERLACE final conferences, as well as the workshop Climate Prediction and Services over the Atlantic-Arctic region. These events were attended by large audiences.

Through clustering activities with other projects, I4C Demonstrators are also multiplying the I4C's engagement with stakeholders. Examples are the close collaboration with the ASPECT project and Prague's involvement with DestinationEarth Urban project. In collaboration with DestinE Urban, the I4C Prague Demonstrator looks into the opportunity to assist the Municipality to use the combined outcomes of both projects. Prague is also sharing knowledge with CROSSEU, focusing on a Decision Support Tool for health impacts adaptation, as well as the CARMINE project about fire risk.

Finally, the Paris Demonstrator supported two workshops with potential users of climate data, as part of a related research project H2C. The objective was to test a map visualisation platform implemented by l'Institut Paris Région, in which the Partis I4C Demonstrator integrated climate indicators.

KPI 4:

Enhance early career development within the project by elevating at least two I4C postdocs to lead WP tasks and encourage early career scientists to lead participation in Klimathons (Adaptalabs), conference sessions, Communication Dissemination Exploitation (CDE)(Qualitative)

Measures

- Elevate two I4C early career scientists to leadership roles (e.g., task lead)
- Ensure early career scientist involvement in planning/participating in Klimathons, conference sessions, CDE activities

The project has elevated an ECS to co-lead a work package (Remy Bonnet, WP2) and another to lead a task (Pierre Georges Van Wolleghem, WP1). ECS are extensively involved in planning of the Adaptalabs (Eulàlia Baulenas, WP6; Nelson Noumbissi, WP6, WP7). And we have two new female PhD candidates in WP3.

KPI 5:

Ensure engagement and efficacy of CDE with at least ⅔ of I4C scientists contributing to CDE activities (quantitative and qualitative)

Measures

- Measure engagement of stakeholders (see K3a,b)
- Assess CDE KPIs and their measures (see Communication and Dissemination plan D7.1)

This KPI will be assessed in the updated CDE plan coming in D7.7.

KPI 6:

Measure internal processes and functioning of project management structures, through interviews with selected scientists in the WPs where follow-up actions are published and internal processes are reassessed at the next project assessment stage

Measures

- Informal interviews and/or anonymized surveys sent to project scientists (conducted by the PMO)
- Publish follow-up actions via internal newsletter

An internal survey was conducted to assess overall coordination of the project, work package interactions, reporting processes and documentation, and alignment with scientific goals and plans. The survey was sent to 140 recipients across the consortium, including both scientific and administrative personnel. 26 individuals completed the survey, with a further 9 completing 50% of the survey questions. Scientific participants made up 86% of the respondents, while 12% were from research support and administration roles. This survey occurred after our first reporting period and second Annual Meeting. It is part of NORCE's practice to collect interim feedback on coordination activities in order to streamline and improve NORCE project management practices in a systematic manner.

Free text comments in the survey were generally positive, though there is an indication that work package interactions could have been stronger in the beginning of the project, but appear to have improved nonetheless:

- The management, coordination and internal communication are excellent! Thank you.
- Thanks for the very good communication!
- Many thanks to the NORCE team! I like working on this project :)
- I would say that these parts of the project work very well now. In the beginning of the project intercommunication between the work packages was a bit wage, but I would say that this has been improved lately, after the general meeting in Bergen.

An overview report of the survey findings and proposed actions will be shared with the consortium and noted in the next internal newsletter.

Topic : Engagement and Collaboration

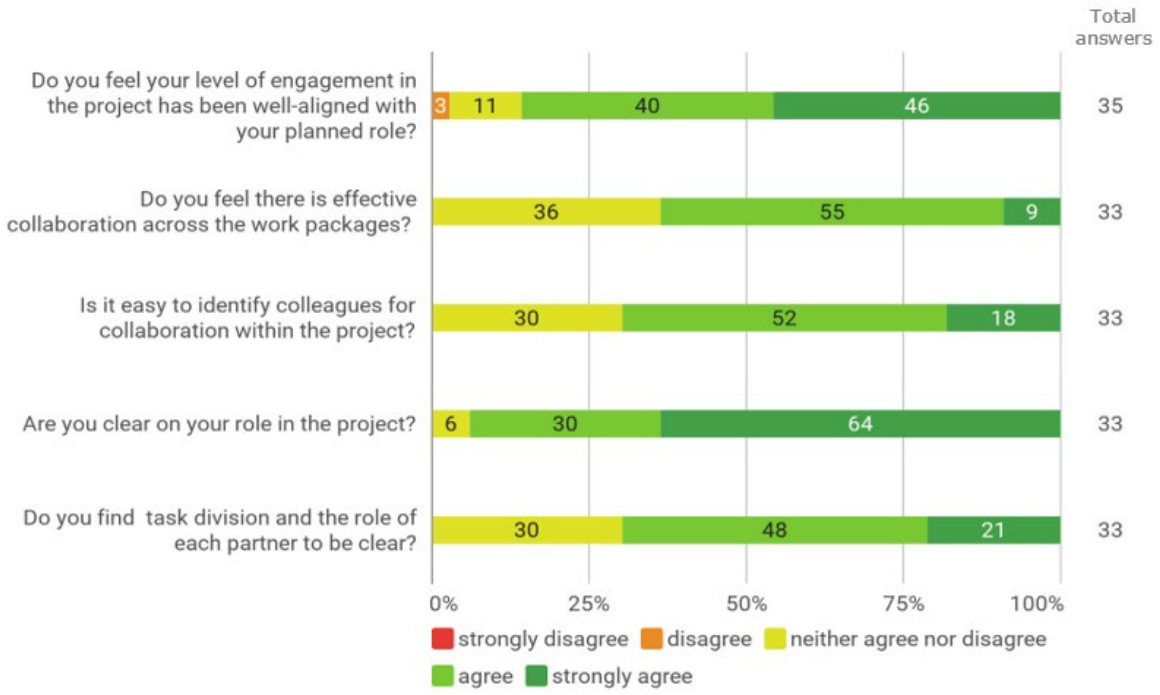
<u>Overview of Responses:</u>

Responses regarding engagement and collaboration indicated that most respondents felt that their level of engagement in the project was well-aligned with

their planned roles (86% either agreed or strongly agreed). 64% of respondents felt there is effective collaboration across work packages, while 36% saw room for improvement. A solid 70% of respondents find it easy to identify colleagues to collaborate with, with 30% indicating they do not. With an interdisciplinary and complex project, it is not surprising that some respondents find task division and partner roles to be somewhat unclear, given the overlap of tasks, topics, and goals. However, it is positive to see 69% do see tasks and roles as being well laid out.

Planned Actions:

Although collaboration across work packages and among colleagues seems to be positively viewed, we will endeavor to further emphasize these relationships with additional internal project events (e.g. seminars, webinars, joint discussions, clustering activities, participation in road show activities, etc.). This will also be highlighted in our Scientific Steering Committee meetings. Further actions can also be made to profile individuals in the project, for example, in internal newsletters or profile documents. Task division and partner roles could perhaps be reiterated and updated based on evolving needs and findings.



Topic : Internal Communications

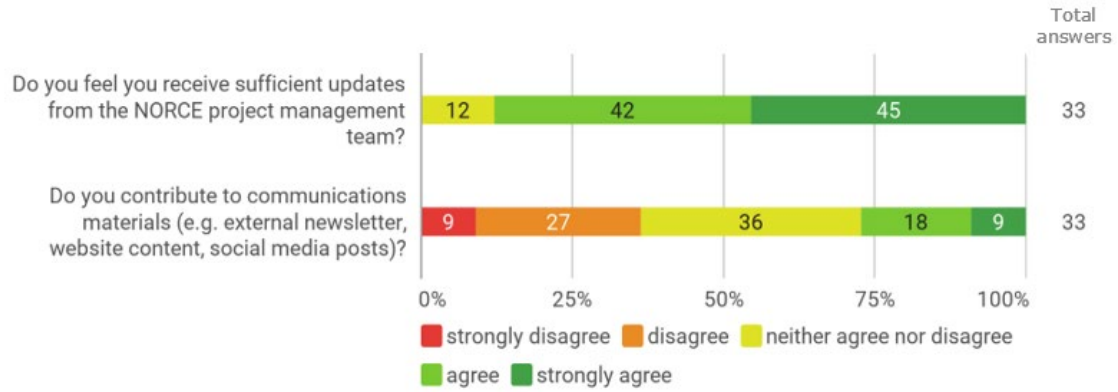
Overview of Responses:

87% of respondents indicated that they find the degree of updates from the project management office at NORCE sufficient. Individual contributions to communications materials appear to vary greatly among respondents, with a large portion seeming to either not contribute or only marginally so.

Planned Actions:

The project management office will endeavor to continue and improve its updates to the consortium, and perhaps include more targeted communications. Participants

will be encouraged to feel comfortable and develop habits for contributing to communications material, whether regarding major findings or points of interest. This is a challenge consistently faced in scientific projects, however, we will work together with Arctik and our other partners to improve this. We expect that upcoming engagement activities (e.g. Adaptalab #2 and a Road Show) will also help with this aspect.



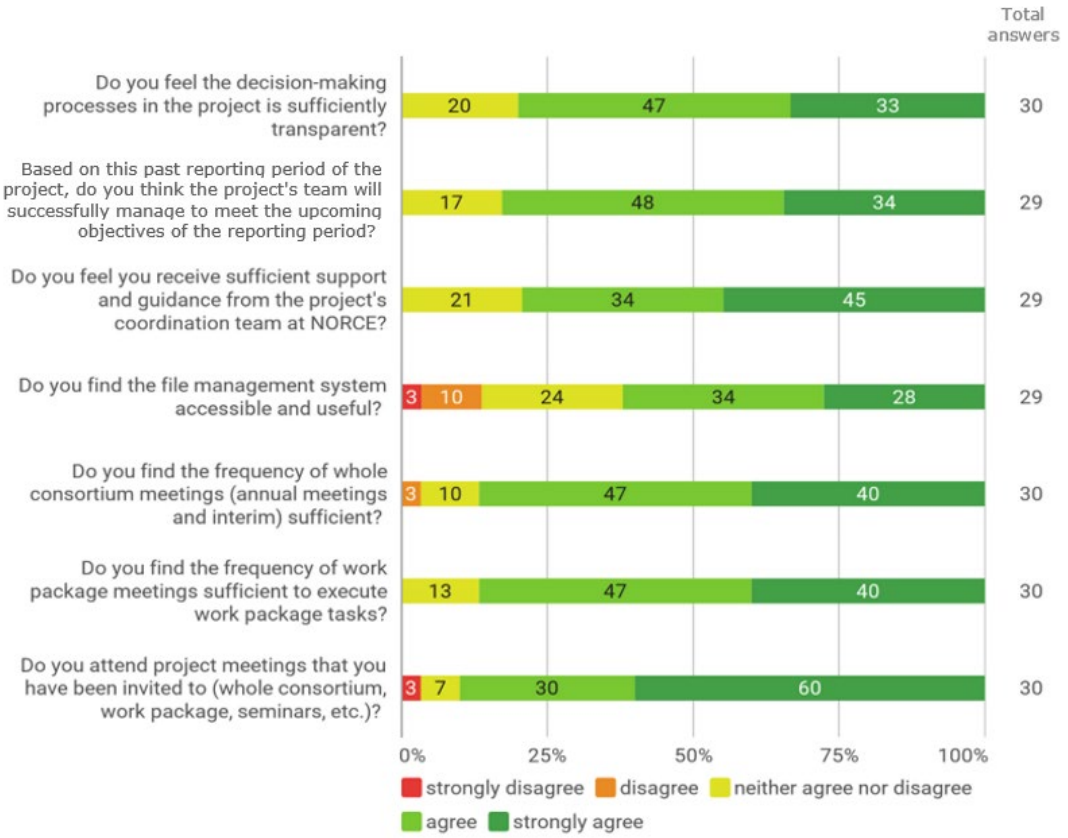
Topic : Project Management

Overview of Responses:

Overall, respondents seem to answer positively regarding project management, such as transparency in decision making processes, the project team following the planned timeline for the project, receiving sufficient support from the management team, and the frequency of consortium meetings and work package meetings, which most seem to attend. In this survey, and previously we have received indications that the file management system utilized by NORCE, MS 365 Teams, presents challenges for some partners.

Planned Actions:

The project management office and work package leads will continue to organize regular interactions and keep communication open among participants. The file management system is unlikely to change in the near future, largely due to GDPR requirements and institutional commitments. However, NORCE is continually assessing this issue and this input will be fed back to NORCE IT services.



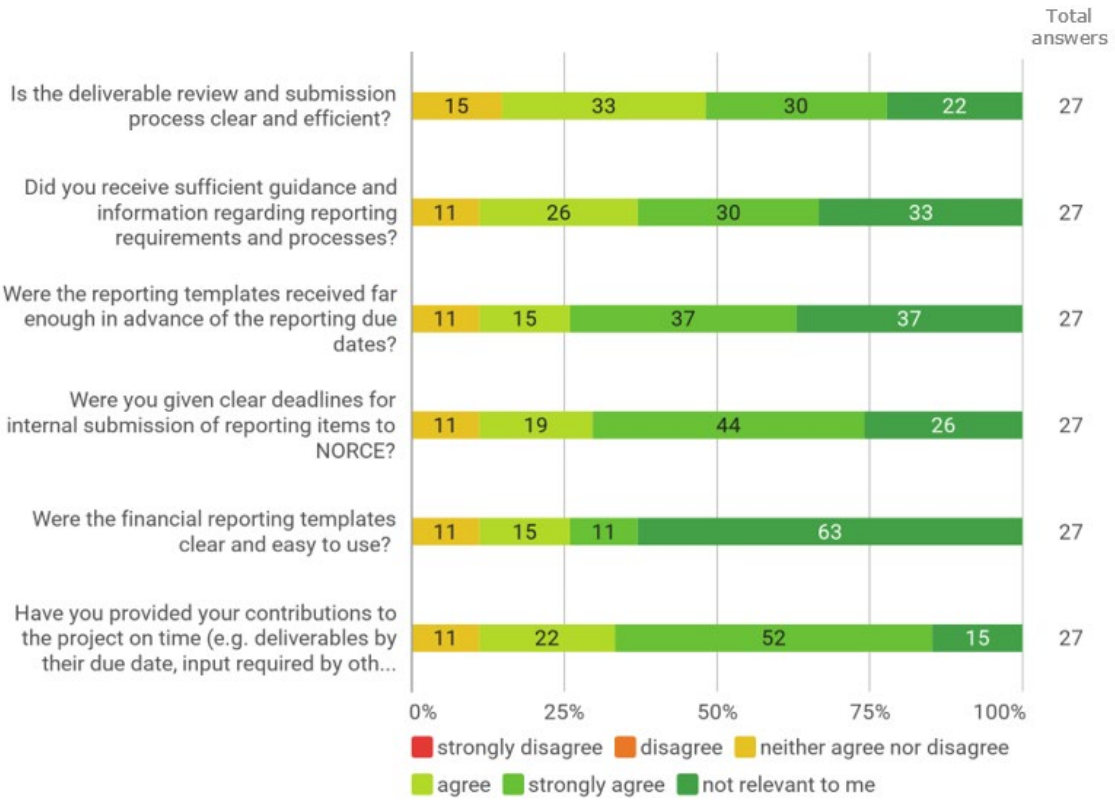
Topic : Reporting

Overview of Responses:

Reporting processes garnered consistently positive responses in terms of deliverable preparation and submission, guidance for reporting, templates used, communication of deadlines, and participants themselves following such processes.

Planned Actions:

The project management office will continue to endeavor to communicate in good time and with comprehensive guidance for meeting our reporting obligations.



2.4 Main Results Achieved

Overall, the results of the KPI assessment and survey provide quantitative confirmation that the project is meeting its goals and that, importantly, its internal management is effective and fit-for-purpose.

2.5 Discussion and Next Steps

As noted in the introductions these results will be shared with the entire consortium. We will have a follow-up discussion with the SSC to discuss appropriate actions to be taken. There will also be a discussion at the next annual meeting where we will identify areas for improvement. Crucially, we would like to see greater participation in the survey and improvement of scientist engagement in CDE activities.

IMPETUS4CHANGE (I4C)

IMPROVING NEAR-TERM CLIMATE PREDICTIONS FOR SOCIETAL TRANSFORMATION

Grant agreement ID: 101081555

Call: HORIZON-CL5-2022-D1-02

Type of Action: HORIZON-RIA

Start date: 1 November 2022

Duration: 48 months

Website	impetus4change.eu
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