

## **Phase 1 Consultations**

The expectation of the PROGRESSIVE consultations is to set out and operationalise the framework for extensive consultation, engagement and coaching with and for stakeholders / 'standardisation actors'. The first round of consultation relates to setting the broader frame of reference for the project and its ethical underpinnings.

Below is a summary of the progress made on the first round of consultation. The table on page 3 present the revision history of this first consultation.

### Consultation #1 (threefold)

The first round of consultations has been sent out to the PROGRESSIVE database of organisations and individuals (D4.2) along with the invitation to the PROGRESSIVE Forum (save the date sent on 21 July 2017). Given the very diverse audiences PROGRESSIVE is reaching, this first consultation has been split into three forms so that respondents can choose the one(s) that cover their area of expertise:

- [Ethical tenets of ICT standards for Active and Healthy Ageing](#)  
(aim to check whether people endorse the PROGRESSIVE ethical underpinnings)
- [Mapping ICT standards for Active and Healthy Ageing](#)  
(aim to collect references of ICT standards for AHA and identify gaps)
- [Collaborative development of ICT standards for Active and Healthy Ageing](#)  
(aim to map existing initiatives of coproduction in standardisation and tools)

This consultation will start the process of knowledge building to support content within various deliverables. These three consultations are expecting to feed into:

- D2.1 Report: Ethical Framework for Standards in the Context of ICT for AHA
- D3.3 Periodic Reports on Performance
- D6.5 Innovative Approaches Identified
- D9.1 Report: Guidelines for the Coproduction of Standards around Age Friendly and Smart Environments

The three forms have been developed following consistent proformas, guidelines and timelines to facilitate a common approach to consultation by all project partners and ensure their accessibility by external stakeholders.

This first consultation taking the form survey with mostly closed questions, it was decided to use the Google Form tool to collect answers. This choice followed careful consideration with regard to facilitating familiarity, ease of response, and ease of recording (for the respondent). From the PROGRESSIVE side, the Google Form tool was also considered as enabling ease of analysis of the findings.

#### Interim consultations and next steps

Interim consultations will be carried out depending on input needed for and work progress of WP7, 8, 9 and 10 (content-related work packages) before and/or instead of a formal second round of consultation (foreseen by 31 May 2018). A first interim consultation will take place on the occasion of the public events organised by the PROGRESSIVE project in October:

- “Changing Mindsets: New approaches to AAL” in the frame of the AAL Forum taking place in Coimbra, Portugal on 4 October 2017;
- AGE internal meeting of the Task Force on age-friendly environments, ICT and standardisation in Brussels, Belgium on 11 October 2017;
- the PROGRESSIVE Forum “Making ICT standards fit for Active and Healthy Ageing in Europe” in CEN-CENELEC, Brussels, Belgium on 19 October 2017.

Additional consultations may follow more qualitative data collection methodologies such as a focus group, peer review, semi-structured interviews depending on the needs of content-related WPs and stakeholders that will show interest in further contributing to the project.

<b>First round of consultation</b>	
<b>Date</b>	<b>Work progress</b>
07 April 2017	Preparatory desk work <i>Development of v0 of questionnaire</i>
27 April 2017	Skype meeting with relevant partners <i>Development of v1 of questionnaire</i>
05 May 2017	Presentation of current work progress at the first advisory board meeting
24 May 2017	Skype meeting with UNE (to build on their experience within the PROEIPAHA project) <i>Development of v2 of questionnaire</i>
3-4 July 2017	Presentation of current work progress at the consortium meeting in Leicester, UK <i>Development of v3 of questionnaire</i>
12 July 2017	Alignment with WP5 circulation of a save the date for the event <i>Development of three Google online forms – equivalent of a v4 of questionnaire</i> Forms circulated via email to PROGRESSIVE partners for comments before dissemination
19 July 2017	Collection of partners' feedback <i>Final changes to the three online forms – equivalent of final version of questionnaire</i>