REDI: DIGITAL MEETINGS
FOR THE PUBLIC SECTOR IN SWEDEN

Therese Silvander
REDI Project developer and project owner
Energy Agency Northern Småland (SE)
Energy Agencies of Sweden
December 9th 2020
IN BRIEF

Increase digital meetings within at least 50, municipalities, county councils and municipality owned companies through proven methodology, training opportunities and exchange of experience

Target group: All 290 municipalities, 21 county councils and 1800 municipality owned companies in Sweden

Funding: The Swedish Energy Agency (550 000 EUR)
Project owner: Energy Agencies of Sweden
Project duration: June 2018- december 2020
ENERGY AGENCIES OF SWEDEN

- National and independent partner for regional climate and energy work in Sweden
- Accustomed to working with many different types of actors (public, private, academia, etc.)
- The 15 regional energy agencies are perfect for starting regional teams for bigger project impact
50+ PARTICIPANTS

1 municipality owned company

10 county councils

38 municipalities

1 county administrative board

9 regional teams
PROJECT GROUP

Project Manager
Marlène Garhall
Energikontor Väst
(Innovatum Progress AB)

Programs: Teams & Zoom
IM: Teams
Fast reply: Telephone, e-mail

Communication Officer
Isabella Nilsson
Energikontoret Skåne
(Kommunförbundet Skåne)

Programs: Teams & Zoom
IM: Teams & Skype
Fast reply: Skype/Teams, e-mail

Project Owner
Therese Silvander
Energikontor Norra Småland (RJL)/ Energikontoren Sverige

Programs: Skype, Cisco & Zoom
IM: Skype
Fast reply: Everywhere and nowhere

Digital meeting coach
Erhan Tershani
Energikontor Norra Småland (Region Jönköpings län)

Programs: Skype, Cisco & Zoom
IM: Skype
Fast reply: Everywhere and nowhere

Digital meeting coach
Joel Karlberg
Energikontor Väst
(Innovatum Progress AB)

Programs: Teams & Zoom
IM: Skype on the mobile
Fast reply: Mobile/e-mail

Digital meeting coach
Erhan Tershani
Energikontor Norra Småland (RJL)/ Energikontoren Sverige

Programs: Skype, Cisco & Zoom
IM: Skype
Fast reply: Everywhere and nowhere

Digital meeting coach
Joel Karlberg
Energikontor Väst
(Innovatum Progress AB)

Programs: Teams & Zoom
IM: Skype on the mobile
Fast reply: Mobile/e-mail
WHAT WE OFFER

• **Trainings and webinars**
  Online training for participating organisations, a speciality is political meetings

• **Regional teams**
  In which participating organisations team up in a specific geographical areas with the support of regional energy agencies

• **Networking**
  Between participating organisations with similar interests and/or challenges

• **Advice**
  Regarding software and hardware solutions, as well as bridging options to meet between different systems

• **Monitoring and evaluation**
  REDI provides participants with best practice, bad examples, contacts to experts as well as concrete methods
OUR FOCUS

• Spread the word about digital meetings as an important part of a transport-efficient society

• Adapt our offer according to the expressed needs of the participants (agile and flexible)

• Serve as a tool for continuous improvements
### 10-STEP METHODOLOGY

<table>
<thead>
<tr>
<th>Step</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Analyse the point of departure</td>
</tr>
<tr>
<td>2</td>
<td>Get management commitment and resources</td>
</tr>
<tr>
<td>3</td>
<td>Establish a multidisciplinary workgroup</td>
</tr>
<tr>
<td>4</td>
<td>Identify the organization’s VM needs</td>
</tr>
<tr>
<td>5</td>
<td>Map out the technical infrastructure</td>
</tr>
<tr>
<td>6</td>
<td>Select and acquire appropriate VM equipment</td>
</tr>
<tr>
<td>7</td>
<td>Establish routines and procedures</td>
</tr>
<tr>
<td>8</td>
<td>Appoint designated staff</td>
</tr>
<tr>
<td>9</td>
<td>Inform and sell the idea of VM</td>
</tr>
<tr>
<td>10</td>
<td>Follow up and visualize</td>
</tr>
</tbody>
</table>

### GUIDE TO DIGITAL MEETINGS

The ten-steps tutorial is a guide to make digital meetings an integrated part of your organisation’s meeting culture. The guide is developed by the Swedish Transport Administration for the project REMM (Virtual Meetings in Public Agencies). After the first four years of running the REMM project, CO2-emission from travel per employee decreased by 10% on average. The methodology is used in REDI-project.
RESULTS (still counting…)

25 completed webinars & workshops
70 training sessions Skype/Teams/Cisco/Zoom in total
>1000 participants
8+ training sessions for local and regional politicians
11 digital conferences arranged/supported

312 MWh saved in Sandviken municipality (4025 employees) compared with pre-covid 2019
208 MWh saved in County council Jämtland Härjedalen (3825 employees) compared with pre-covid 2019

• Daily webinars/trainings sessions within a period of 15 days during the outbreak of the Covid-19 pandemic in April

• Distributed a survey to map digital meeting habits

• Checklists, tutorials and films

• Lobbying towards government departments and participation in various events to raise awareness

• **Next stop - Europe?!**
  Contact Therese if you want to lobby together!
NEEDED: GOOD, EFFICIENT, INCLUSIVE AND INTERACTIVE MEETINGS

- zoom fatigue
- better digital meetings
- better meetings

Swedish excellence center for digital co-operation?!
Our best tips
1. Use the camera (if the network allows it)
2. Methodology for implementation in your own organisation
3. Practice makes perfect, have fun during the time 😊

THANK YOU FOR LISTENING

P.S. Look here for 12 succes factors for digital meetings! (From the REMM project)