**IN-PERSON DAY 3 – APPROXIMATE LENGTH 5 HOURS**

**Topics: Data innovation brainstorming**

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| **Day 1** | **Time** |  |  |
| **Registration opens** | 0830 |  |  |
| **Housekeeping and welcome** | 1000 | **Review of previous week by Assembly lead. Go over plan for the day.**  Remind participants of ways of working and code of conduct. | [Session begins with welcome from Assembly lead] |
| **Table Switch** | 1010 |  | **For Emily:**  “Last week we stayed with our tables for both days – today we want to switch things up. If you remember – each of the tables had a positive and negative question to answer about AI and data on Friday.  We have matched up tables that had a positive question with tables that had a negative question.  So, half of you are going to switch places with half of another table. Now that sounds confusing – I know but your facilitator is going to tell you who is moving where.  Bear with us while this is a bit chaotic. What we’re trying to do is ensure that we have a good mix of people at each table who’ve thought through some of the more positive and some of the more negative aspects of data and AI.  Okay – facilitator scan you identify who at your table is moving and where – then we’ll get started.” |
| **Table discussion** | 1020 | Led by table facilitators, ask participants what reflections they have from the previous session and what they discussed at their previous tables. | **For facilitators:**  “Welcome back everyone to your new tables. We’ve had a few days break since we last met.  Let’s do a quick round of table introductions and answer another ‘get to know you’ question. Today let’s share our favourite place in the City Region in summer.  Let’s start today by talking about our reflections or questions from last week. In particular, what questions or reflections do you have from last week?  **What’s one thing that stuck with your from your table discussion?**  Let’s take a couple minutes to think quietly about our reflections.  [AFTER 2-3 MINUTES]  Let’s share back what we thought about. And write it down if we are ready. |
| **Data Charter Introduction** | 1040 | Introductory presentation from Emily on what is a data charter and the potential areas of influence.  Plus: How we are going to deliberate. |  |
| **Exploring other perspectives** | 1100 | Use quote cards and ensure they are read out to all participants.  **Pass a card to each participant and have them read it out.** | For facilitators:  “Let’s look at some quotes and findings we have from our Civic Data Cooperative projects. These are the perspectives of other residents in the region.  [**Pass a card to each participant and have them read it out.]**  Prompts:   * **How do the other perspectives compare to yours? Similarities? Differences?** * Is there anything in these quotes we haven’t covered? * **What would your most sceptical friends say about data and AI?**    + What about your most trusting friend? |
| **Data and AI public** **governance - Charters around the world** | 1130 | Emily to present 10-15 minutes on other kinds of charters – how they’re used and |  |
| **Discussion on Charter Examples** | 1145 | Facilitator to spend a short 15 minutes introducing the charters again – we will come back to them after lunch. | **For facilitators:**  “Before we break for lunch, let’s quickly take a look through the two examples of charters at our table. We’ll have more time after lunch to look through these again.  The Camden Data Charter and the Montréal Digital Data Charter. Let’s read through them again together.  [FACILITATOR READ OUT HEADING PRINCIPLES FOR CHARTER THEN HAND AROUND THE GROUP FOR PEOPLE TO LOOK AT THEM.]   * **What’s clear or unclear?** * **What does/doesn’t surprise you about these principles?** |
| **Lunch** | 1200 |  |  |
| **Charter principles exploration exercise** | 1250 | Sort card exercise led by table facilitators on common themes in data and AI charters.  Main Prompts:  What does/doesn’t surprise you about these principles? What’s missing? What’s unnecessary?  Use project example cards to prompt further discussion. | **Emily to introduce activity.**  **Then facilitators to guide discussion for 40 minutes:**  “Now that we’ve heard a bit about different kinds of charters from other places – let’s explore them in a bit more depth.  We’re going to take quite a bit of time with this exercise so we can really start to think about what trustworthy and beneficial data and AI would look like for the Liverpool City Region.  I’m going to pass out the discovery cards – on each card is a common principle and description from other kinds of charters.  What we want to focus on is whether that principle does or doesn’t surprise you. What’s missing in it? What isn’t needed. This will help us start to think about what we want in our charter.  Let’s take a few minutes to read through the principles.  **[FACILITATORS TO HAND OUT PRINCIPLES – HAVE PARTICIPANTS EACH READ OUT A PRINCIPLE]**  Okay – let’s get back to those questions now.   * **What does/doesn’t surprise you about these principles?** * **Which principles seem exactly right?** * Do any principles seem not right? * What’s clear or unclear about it? * **What’s missing?** * What’s unnecessary?   **[NOTE DOWN RESPONSES ON POST-ITS ON EACH PRINCIPLE CARD, MAKE SURE TO GO THROUGH EVERY PRINCIPLE –**  **add new post-its to highlight what is missing]** |
| **Hopes and fears reminder** | 1330 | **Hope and fears exercise review**  Led by table facilitators | **Emily will intro activity**  **Facilitators:**  **“**Now that we’ve spent time looking at examples of other kinds of principles. Let’s go back to our hopes and fears – and the perspectives of other residents we heard about this morning.”  Prompt 1:  What hopes and fears do you have about data and AI in the Liverpool City Region?  **[5 minutes for reflections then share back to group]**  Prompt 2:  How similar or different are your hopes and fears to other residents?  “Let’s use the hopes and fears as sort cards and put the ones we feel are most important near one side of the table and the less important ones on the other.”  Prompts:   * **What hopes and fears are relevant to the data and AI charter? Which are less relevant?** * **How could we reword some of our hopes and fears as a principle?** * **Is there anything missing now that we see them on the table?** |
| **Break** | 1400 |  |  |
| **Broad principles and preferences brainstorming** | 1415 | Brainstorming activity using hopes and fears notes, the charter sort cards and post its.  Prompt: “What does trustworthy and beneficial data innovation look like in the Liverpool City Region?”  Design your charter: Use the activity sheets at the table to design what (**up to) eight principles** must be in your charter. | **For Emily:**  “Now is our opportunity to put everything together. We’re going to use the next 45 minutes to design version 1 of our table’s Data and AI Charter.  Tomorrow we will review what we put together and combine the charters with everyone else’s. This means we will be voting tomorrow. But what we create right now is just for our table.  We have a small challenge – let’s take everything we’ve talked about including from the previous two days and sum it up in 8 principles. Let’s not worry too much about getting it perfect.  **For Facilitators – 20 MINUTES:**  Let’s start by looking at our main question:  “What does trustworthy and beneficial data innovation look like in the Liverpool City Region?”  So, let’s do what we did earlier and put all our principles cards and hopes and fears on the table.  Let’s put what’s most important on one side of the table and less important on the other side.  **[RANK PRINCIPLES AND HOPES AND FEARS ON THE TABLE]**  **For Facilitators – 20 MINUTES:**  “Now that we’ve ranked our principles – let’s talk about what they could look like and start writing things down.”  **[USE POST-ITS TO KEEP NOTES AND START TO BUILD UP WHAT PEOPLE ARE SAYING IN TO COMMON THEMES. USE THE CLARIFYING QUESTIONS BELOW TO GET PEOPLE THINKING ABOUT SUMMING THINGS UP.]**  **Prompts:**   * **What absolutely must be in the charter as the first principle**   + **Ignoring what’s practical – what would be ideal? What’s the best-case scenario?** * **When we think of trustworthy and beneficial innovation what does that mean for us? What about for other people?** * **What’s less important?**   + **Imagining the worst – what would you not like to see in the charter?** * **Do we think the Five Safes or FAIR guidelines should be part of it?** |
| **Close** | 1500 | **Closing and reminder of next day’s activities** |  |