Strategic partnership funded by Interreg Baltic Sea Region Programme

Project: "Empowering Participatory Budgeting in the Baltic Sea Region – EmPaci"

Documentation of 1st PB pilot

Lahti (Finland)

(for the full report of all pilot municipalities, see main document)

GoA 2.3 Output 2

December 2021



EmPaci

Status: Final

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Lahti/Finland

1. Situation before the PB implementation

Muni	cipali	ty-relate	ed fa	actors						
1. The	PB is	impleme	ente	d for						
	□ Dis	strict			⊠ Mur	nici	pality		☐ Planning region	
2. The	budg	et cycle (of th	e public autl	nority is					
	⊠ An	nual			☐ Bi-an	nua	al			
3. The	finan	cial situa	ation	of the publi	c author	ity	character	ised by		
	□ Exc	cess reve	enues	5		-	oalanced r oenses	evenues		
4. Wit	h resp	ect to th	ne re	payment of	incurred	de	bt, the pu	ıblic autho	rity is confronted with	
	□ No	difficult	ies		⊠ Diffic	cult	ies to rep	ay debts o	ver an extended period of time	
5. In t	he pub	olic autho	ority	, the council	always h	ıas	the final c	decision rig	ght about the implementation of v	oted
PB pro	ojects	(by local	/nat	ional) laws a	nd regul	ati	ons:			
	X	Yes, the	divis	sion of partic	ipation a	ind	welfare (division m	embers are councillors)	
	No									
		If yes,								
		It is pres	scrib	ed by local/n	ational l	aws	S.			
				Yes	×]	No			
		It is pres	scrib	ed by an owr	n PB regu	ılat	ion.			
		×	₹	Yes]	No			
Citize	n-rela	ated fac	tors							
6. The	citize	nry is co	mpo	sed as follow	vs:					
6a. Nı	umber	of citize	ns:					120 0	13	
6b. Share of females (% of citizens):								51,9 %		
6c. Sh	6c. Share of persons aged below 15 (% of citizens):								14,7 %	
6d. Sh	are of	persons	age	d 64 and abo	ove (% of	cit	izens):		23,9 %	
6e. Share of unemployed persons (% of citizens of workforce):								16,6 % in 11/2020		
6f. Sh	6f. Share of unemployed females (% of unemployed persons):						ns):	41.2%		



6f. Particularities of the population are the following

Covid-19 has affected the unemployment situation in the city of Lahti. The overall increase in the amount of unemployed increased by 35 % compared to the previous year. There is increase also in the number of women that are laid off compared to the previous year in the Häme region that Lahti is also part of. The total percentage of unemployed people from total workforce is currently 15 % in Lahti. Source: https://www.temtyollisyyskatsaus.fi/Textbase/Tkat-15/Pdf/Tkat fi.pdf

PB process-related factors

7. PB	7. PB is prescribed by law in the country / public authority:									
		Yes	X	No						
8. PB	8. PB was implemented before the EmPaci PB pilot:									
		Yes	X	No						
(PB h	(PB has been implemented to some extent in the operation of the Nastola Area Board (est. 2016) in the city									

of Lahti. Area board has multiple tasks, and it is not clear weather tasks include PB or other type of citizen participation, such as financial project support for 3rd sector actors in the area)

2. Development of the 1st PB pilot

Citizen- and PB process-related factors

9. PB is implemented to realize the following objectives:

1st PB pilot at the whole city level in Lahti aimed to strengthen the overall use of participatory methods in city operations and involve inhabitants in developing Lahti and strengthen trust between parties (citizens and city organization) by boosting understanding and dialogue. Specific targets or goals were not defined nor decided on. The main idea was to try PB at local level in order to gain experiences and ideas for developing participation model for the city. The initiative for PB came from local politicians inspired by the OmaStadi PB in Helsinki. Experiences from Helsinki have inspired Lahti and many other municipalities in Finland to try out PB. https://www.epressi.com/tiedotteet/kaupungit-ja-kunnat/lahti-varaa-100-000-euroa-osallistuvan-budjetoinnin-kokeiluun.html

10. The following target groups are aimed to be involved in PB:

Lahti did not define any specific target groups but wanted to involve all the citizens of Lahti for the 1st PB pilot. EmPaci project team supported communication to youth, families and 3rd sector actors.

- 10a. Reasons, why these specific target groups were selected: Lahti decided not to specify any target groups.
- 11. Based on the analysis of the citizen survey, the following needs of citizens were taken into account for PB implementation



The citizen survey showed that participatory budgeting is not known among respondents but is nevertheless seen as an interesting way to take part along voting and giving feedback. Online participating is particularly interesting among respondents. All in all, the survey showed Lahti to be a solid ground for participation methods such as PB. Probably the biggest influence for PB implementation was the citizens' interest towards the online methods of PB. These were widely and quite successfully used during the pilot in Lahti.

It is however also important to consider that mostly women responded, and the respondents were also rather active (they had voted in elections and were active in different communities).

https://eur01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.ess.fi%2Fuutiset%2Fpaijatham e%2Fart2574828&data=02%7C01%7C%7Ced45f656dd444d9e304108d750dd530e%7C498c67c0b7e84 1728d13787d1b3aae5c%7C1%7C0%7C637066783827896085&sdata=eoF1%2FpdYr66zq1aLF5pGpVCo 13HdxA5YYqbM8OXSIQ0%3D&reserved=0 14.10.2019, 16:03

PÄIJÄT-HÄME 14.10.2019 16:03

Lahti kysyy asukkailta nyt mielipiteitä osallistuvasta budjetoinnista



kaupunki avaa ensi vuonna osan budjetistaan kaupunkilaisten päätettäväksi. SAMI KUUSIVIRTA





Lahden kaupunki ayaa ensi yuonna osan budietistaan kaupunkilaisten päätettäväksi. Kaupunki kysyy nyt lahtelaisilta, miten he haluavat osallistua ja mikä olisi paras tapa toteuttaa osallistuvaa budjetointia

Kysely lähetetään paperisena versiona yli tuhanteen lahtelaiskotiin. Kyselyyn voi vastata myös sähköisesti. Linkki kyselyyn avautuu Láhdén kaupungin verkkosivuilla tiistaina 15. lokakuuta. Vastausaikaa on lokakuun loppuun asti.

Kaupunki arpoo vastaajien kesken konsertti- ja teatterilippuja sekä sarjalippuja Lahden uimahalleihin.

Kysely kartoittaa, kuinka tyytyväisiä lahtelaiset ovat kotikaupunkinsa tarjoamiin osallistumismahdollisuuksiin, millaisia osallistumisen tapoja juuri Lahdessa suositaan, ja millaisiin asioihin asukkaat haluavat vaikuttaa osallistuvan budjetoinnin keinoin. Osallistuvan budjetoinnin tarkoituksena on ottaa asukkaat mukaan suunnittelemaan sekä päättämään taloutta ja resursseja koskevista asioista

Kysely tehdään yhteistyössä EU:n Interreg Baltic Sea Region rahoitteisen EmPaci-hankkeen kumppaneiden, Lahden ammattikorkeakoulun ja Tampereen yliopiston kanssa.

Screenshot: ESS

https://www.epressi.com/tiedotteet/kaupungit-ja-kunnat/osallistuva-budjetointi-kiinnostaa-lahtelaisiavaikka-aihe-on-harvalle-tuttu.html 28.2.2020, 15:51





Tiedotteet Uutishuoneet Tiedotteen tilaus Tietoa palvelusta

Yhtevdenotto

Osallistuva budjetointi kiinnostaa lahtelaisia, vaikka aihe on harvalle tuttu

■ Lahden kaupunki ② 28.1.2020, 15:51



Lahtelaiset ovat kiinnostuneita osallistumisesta ja haluavat vaikuttaa kaupungin päätöksentekoon. Erityisesti kiinnostaa osallistuva budjetointi, vaikka aihe on valtaosalle ennestään tuntematon. Se koetaan hyväksi keinoksi päästä mukaan päättämään kaupungin taloutta ja resursseja koskevista asioista.

Asukkaiden näkökulmaa kartoitettiin Osallistuminen ja vaikuttaminen Lahdessa -kyselyllä. Kysely toteutettiin osana kansainvälistä EmPaci - Empowering Participatory Budgeting in the Baltic Sea Region hanketta, jonka rahoittaa EU:n Interreg Baltic Sea Region -ohjelma. Hankkeen tavoitteena on lisätä kuntien ia kuntalaisten ymmärrystä osallistuvasta budietoinnista ja sen tarioamista mahdollisuuksista vahyistaa demokratiaa, sillä nykyisin äänestämisen rinnalle kaivataan myös muita tapoja vaikuttaa. Lahti on hankkeen suomalainen pilottikunta.

ei ollut törmännyt aiheeseen lainkaan. Silti valtaosa vastaajista katsoo, että osallistuvaa budjetointia pitäisi hyödyntää Lahdessa. Osallistuvan budjetoinnin kautta halutaan vaikuttaa siihen, miten kunta käyttää

Osallistumisen tavoista yksi on ylitse muiden. Osallistuvaan budjetointiin osallistutaan mieluiten sähköisiä kanavia ja välineitä hyödyntäen. Tuloksista ja siitä miten osallistuvan budjetoinnin projekteissa on onnistuttu, toivotaan avointa raportointia

Kysely toteutettiin lokakuussa 2019 ja siihen vastasi 1213 lahtelaista. Aktiivisimmin kyselyyn vastasivat naiset. Tuloksia hyödynnetään Lahden kaupungin osallisuustyön kehittämisessä sekä tutkimustarkoituksessa hankemaiden välisessä vertailussa.

Lahti kehittää parhaillaan kaupunkitasoista osallistuvan budjetoinnin malliaan

Lahtelaisten mielipidettä osallistumisen tavoista sekä vaikuttamisen kohteista selvitettiin, koska kaupunki päättää osallistuvan budietoinnin toimintamallista helmikuun aikana. Tavoitteena on ottaa kaupunkilaiset vahvemmin mukaan alueelliseen ideointiin ja kehittämiseen. Myös kaupungin osallisuus- ja lähidemokratiamallia arvioidaan kevään aikana.

"Lahti haluaa tarjota asukkaille mahdollisuuksia osallistua eri tavoin kunnan palvelujen ja alueiden suunnitteluun sekä toteuttamaan myös itse paikallistoimintaa. Lahtelaiset ovat kyselyn perusteella aktiivisia. Tämä näkyy mm. erilaisessa järjestö- seura- ja yhteisötoiminnassa, mikä yahvistaa osaltaan yhteisöllisyyttä ja asukkaiden hyvinvointia", kertoo osallisuuskoordinaattori Tia Mäkinen



Lahden kaupunki

Julkaisijan viimeisimmät tiedotteet

Neljä suunnitteluryhmää valittiin osallistur Aleksanterinkadun vlikulkusillan arkkitehtuurikilpail

@ 26.01.2021.12:54

Varhaiskasvatuspalvelut kutsuvat huoltajia arvioimaan toimintaansa

Lahden kaupunk O 25.01.2021, 10:09

Kaupunginvaltuusto ratkaisee Lahden suunnan 25.1.

Lahden kaupunki O 22.01.2021, 12:26

Lahden väkiluku 120 039 joulukuussa 2020

Lahden kaupunki
 21.01.2021, 14:47

Toimialan viimeisimmät tiedotteet

Turun kaupungissa siirrytään jäähdytettynä toimitettaviin

Lisätietoja:

Tia Mäkinen, osallisuuskoordinaattori, Lahden kaupunki, p. 044 769 8695, tia.makinen@lahti.fi

https://www.lahti.fi/paatoksenteko/osallistujavaikuta/osallistuva-budjetointi

Lotta-Maria Sinervo, EmPaci -tutkimushankkeen vastuullinen johtaja, Tampereen yliopisto, p. 050 509 9042,

Kaisa Kurkela, väitöskirjatutkija, Tampereen yliopisto, p. 050 437 7589, kaisa.kurkela@tuni.fi

Annukka Heinonen, projektipäällikkö, EmPaci -hanke, LAB-ammattikorkeakoulu, p. 044 708 5150

Liitteet

Osallistuminen ja vaikuttaminen Lahdessa -raportti 21.1.2020

Kaupungit ja kunnat

Ladattavat tiedostot



Screenshot: ePressi

PB process-related factors

jäähdytettynä toimitettaviin Turun kaupungin

26.01.2021, 15:15

tarkoitettu Meillä tapahtuu -tilaisuus järjestetään verkossa 15.2. - tilaisuudessa tutustutaan Lappeenrannan tulevaan

tapahtumatariontaan Lappeenrannan k
 26.01.2021, 14:30

Kesätyöseteli ja kesätyöpaikat Tuusulan kunnan toimipisteissä vuonna 2021

Kutsu Turun kaupunginjohtajan infotilaisuuteen 27.1.2021



12. The following steps were undertaken to develop ideas and concepts for the PB process:

In Lahti different types groups and options for PB was evaluated and discussed on by different actors:

- A Division Meeting at the Lahti City Hall 28.8.2019 (local councillors).
- City Development Event organized by the City of Lahti at M19-campus, LAMK 29.8.2019 (local councillors, city officials and other interest groups of the city).
- An internal Participation Event held at the city library by the City of Lahti to promote participation and PB 19.9.2019 (local politicians, city officials, PB experts and researchers).
- City Development Workshop 15.1.2020 at Palvelutori, Lahti (city officials and other interest groups of the city)
- TtT event 18.2.2020 by Tampere University and LAB University of Applied Sciences Lahti at M19campus, LAB-university of applied sciences (city officials and other interest groups of the city)

The citizen survey results were also presented to the participation and welfare division in December 2019 and January 2020 to ensure that the information gathered would help set the pilot PB up. The report was then circulated to the city executive team and other necessary parties within the city administration.

12a.	Interna	al training	activities	were	organ	ised:
	X	Yes				No

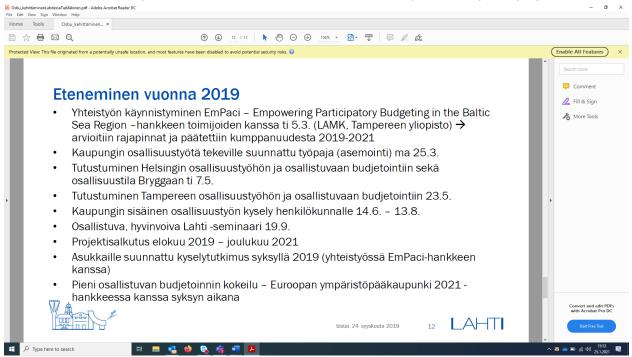
Tampere University and LAB University of Applied Sciences Lahti established a Lahti specific Train the Trainer (TtT) -curriculum based on the plans made for the EmPaci project. A survey for city employees was conducted during summer 2019, to gain information on the needs of employees on PB related skills and training. Training was targeted for the city of Lahti personnel identified based on the need analysis of the survey. After the COVID-19 breakout, the TtT-program was built on an online platform (Microsoft Teams). The City of Lahti defined two target groups for training: Project Guardians (a group of volunteering citizens that work alongside the city to promote the PB pilot and get other inhabitants to participate) and PB Coaches (individuals chosen from the City organization to support and "coach" the pilot). Tampere University and LAB University of Applied Sciences Lahti produced TtT material, consisting of ppt-presentations and videos about running PB, the idea behind PB in general and cases and experiences from Finland. The material was provided to supplement online Teams-event held for each group individually by Tampere University and LAB University of Applied Sciences Lahti. The online-material will remain in place for the duration of the pilot to make it easy for those involved to take a look at their convenience. This material has also been used to spread the knowledge from the Finnish municipalities and research to the EmPaci project partner network. The results and key points of the citizen survey is addressed in the material. TtT-program will continue 2020-2021. Multiple TtT-events were organized by Tampere University and LAB University of Applied Sciences Lahti:

 TtT-event 18.2.2020 by Tampere University and LAB University of Applied Sciences Lahti at M19campus, LAB-university of applied sciences (city officials and other interest groups of the city)



- Online TtT-events for Project Guardians
 - 15.4.2020 (Tampere University & LAB University of Applied Sciences Lahti 3 persons, Lahti's PB team 2 persons, 6 project guardians),
 - 22.4.2020 (Tampere University & LAB University of Applied Sciences Lahti 3 persons, Lahti's PB team 1 person, 6 project guardians),
 - 20.5.2020 (Teams online events) (Tampere University & LAB University of Applied Sciences Lahti 3 persons, Lahti's PB team 1 person, 5 project guardians) and
 - 26.11.2020 (Tampere University & LAB University of Applied Sciences Lahti 4 persons, 4 project guardians).
- Online TtT-events for PB Coaches
 - 14.5.2020 (Tampere University & LAB University of Applied Sciences Lahti 3 persons, Lahti's PB team 3 persons, and 4 PB coaches) and
 - 19.5.2020 (Tampere University & LAB University of Applied Sciences Lahti 4 persons, Lahti's PB team 2 persons, and 4 PB coaches)
- Online TtT events for Lahti and Riihimäki
 - o 22.10.2020 and
 - 0 30.10.2020

In addition to TtT-curriculum, City of Lahti organized two visits to familiarize with the experiences of Helsinki (7.5.2020) and Tampere (23.5.2020) and held a workshop for city employees (25.3.2020).



13. Citizens were involved in the development of the PB cycle the following way:

Citizens were not directly involved in development of PB cycle. However, there was a workshop in the Nastola Area Board where the PB model was being developed.

14. Citizens were informed about PB initiation in the following way

Citizens were informed after the political decision to implement PB was made in 18th Feb. 2020.



Lahti varaa 100 000 euroa osallistuvan budjetoinnin kokeiluun

Lahden kaupunki 18.02.2020, 07:55



Screenshot: ePressi

14a. An own dissemination & communication plan was developed for this:

\square	Vac	Nc

15. These were the (internal and external) main promoters and success factors in the development of PB:

- Willingness to participate and eagerness to try out PB by the citizens of Lahti (citizens surveys, number of ideas submitted, voting turnout)
- Careful preparation and planning of the PB process in Lahti (Lahti's PB team)
- Political support to implement the PB process in Lahti

16. These were the main opponents and hindrances in the development of PB and it was coped with these in the following way:

The organization's readiness to implement the PB process varied across service sectors: resistance to change, negative attitudes towards PB, COVID-19 impacts on organization (lay-outs, stress, etc.).



Support missing from top and middle management. Inadequate resources in services areas in pre-check phase of ideas (not enough time and human resources).

17. A project team for the PB development was formed:							
\boxtimes	Yes			No			

17a. If yes, the project team was composed of the following functions and it was organized as follows:

The PB project team included Mr. Mikko Komulainen, Ms. Päivi Pitkänen, Ms. Pia Haverinen, Ms. Tia Mäkinen (70 % part-time member), Ms. Sanna Virta (50 % part-time member), Mr. Henrik Saari and Ms. Ilona Reiniharju. The function of the project team was to guide, execute, review and offer support for the project.

17b. When and where are different types of resources (people, knowledge, funding) needed and made available in the pilot cases

Different phases of PB required different resources:

- Voluntary project guardians were a big help during idea submission and voting phases. Project
 guardians helped to spread the word on PB but they also assisted citizens to submit ideas. Project
 guardians were active in social media and in their neighbourhoods.
- PB coaches helped service areas to pre-check ideas and to implement projects. PB coaches had their hands full with ideas to be checked. Number of ideas varied across service sectors. This should be taken into account in the number of PB coaches in the future.

18. For the IT part / online implementation of the PB, the following considerations and steps were taken:

Lahti did not allocated resources for IT platform for PB in the 1st PB pilot. Lahti seek the ways of how to implement PB with existing online tools. Lahti used an online tool called 'Maptionnaire' to collect the PB ideas from the public. This decision was made because Lahti already had the license for 'Maptionnaire' and thus there was no need to invest in a new online tool. There was consideration if they should use the 'Decidim' online tool, which has been successfully used as a PB tool in other Finnish municipalities. The use of 'Maptionnaire' went well overall, the citizens detected some shortcomings but from the municipality's viewpoint the use of 'Maptionnaire' was satisfactory. 'Maptionnaire' online tool did not support a public display of submitted ideas which can be seen as a shortcoming of the tool. Submitted ideas were published in the website of Lahti after the ideas was pre-checked. If the ideas could be published after submission, great number of same ideas could be avoided which would result in decreasing task load of pre-checking the ideas. In the voting phase, 'Webropol' online tool was used. In addition, it was possible to vote in libraries (paper & pencil –format). Similarly, Lahti has the licence for 'Webropol' which made the tool attractive choice.

In case PB existed before the 1st pilot by the EmPaci project:

19a. The following suggestions for changes were made from the EmPaci team to improve the process:

PB pilot was the first of whole city level PB in Lahti. EmPaci Finnish team supported and commented the process throughout the process. For instance, Tampere University and LAB University of Applied Sciences Lahti suggested gathering background data on those leaving ideas and voting to make evaluation and further evidence-based development possible.



19b. Of these suggestions, the following were implemented in the PB pilot:

The city collected background data as suggested.

19c. Of these suggestions, the following were not implemented in the PB pilot due to the following reasons:

_

20. The following documents, manuals, regulations were developed and used during the development of the PB process:

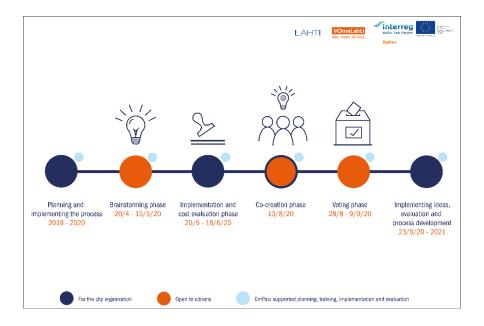
- Possible PB Models (in Finnish) (internal document, cannot be published)
- Roles of PB Coaches (in Finnish)
- Roles of Project Guardians (In Finnish)
- EmPaci-material for youth, NGOs and families
- Communications plan (in Finnish) (internal document, cannot be published)
- Specifications for pre-checking ideas i.e. feasibility (internal document, cannot be published)

3. Implementation of the 1st PB pilot

21. These are the general steps of the PB process after final approval

Political decision-making on the implementation of the PB in February 2020. Stages of the Lahti City PB after final approval:

- brainstorming phase (spring),
- implementation and cost evaluation phase (summer),
- co-creation phase (early autumn),
- voting phase (autumn),
- idea implementation phase (winter 2020 end 2021) and
- process evaluation and further development phase (winter/spring).





21a. To	21a. Total annual PB budget (city + district projects): 100 000 EUR									
21b. Ar	21b. Annual PB budget per citizen: 0,83 EUR									
21c. If a	21c. If applicable, budget earmarked for related internal work, communications etc.: 60 000 EUR									
21d. Th	ne PB has been design	ed as dire	ect democratic tool (ci	cizens' vote = final decision):						
\boxtimes	Yes		No							
21e. Th	e PB is designed for	☐ Region	n/City projects only	☐ District projects only	⊠ Both					
21f.	Persons eligible parti	icipating i	n the PB: residents on	ly						
Numbe	er of persons (in total):									
_	Brainstorming phase:	The num	ber of persons is unkno	own (Data are not available becau	ıse ideas could					
be subi	mitted anonymously a	nd large g	groups such as clubs a	nd associations were also able to	participate in					
the sub	omission of ideas),									
_	Voting phase: 3.896									
Numbe	er of person (% of citize	ens):								
_	Brainstorming phase:	is unknov	wn,							
_	Voting phase: 3,2%									

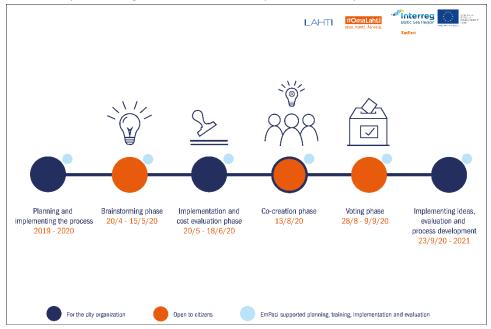
21g. The following actions were taken to ensure that only eligible persons made proposals / voted:

Those submitting ideas on 'Maptionnaire' were asked to verify that they are Lahti citizens by providing their street address and postal code. Voters were asked to provide a postal code and confirm that they have only voted once on Webpropol or on a paper form. However, in practice it was not possible to set limits in the online tools for only citizens of Lahti.



22. These were the specific dates planned for the PB process after final approval of the PB development:

- Brainstorming phase 20/4 15/5/20
- Implementation and cost evaluation phase 20/5 18/6/20
- Co-creation phase 13/8/20
- Voting phase 28/8 9/9/20
- Implementing ideas, valuation and process development 23/9/20 2021



23. These amendments were made to the plan due to the COVID-19 pandemic:

The timeframe of the pilot remained the same. However, all but one (Lackathon event) live activities that had been planned were cancelled and moved online.

24. For citizen involvement in the PB-phases (e.g. information, proposal, co-creation, voting phase), the following steps were taken and events organized:

Brainstorming phase 20/4 – 15/5/20

Total number of ideas: 713

Total number of citizens:

- Data are not available because ideas could be submitted anonymously and large groups such as clubs and associations were also able to participate in the submission of ideas.
- 315 persons left their name and contact information on 'Maptionnaire'.



Lahden osallistuvaan budjetointiin yli 700 ideaa

Lahden kaupunki 18.05.2020, 09:15



Screenshot: ePressi

lahti.fi/osbu #osbu #lomalahti #lahti

Co-creation phase 13/8/20

In total, the workshop was attended by about 60 people:

21 experts, about 30 residents (16 of whom were pre-registered),

tiedotteet

Tapahtumajärjestäjille

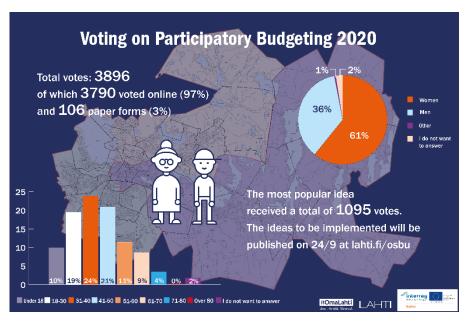
- 6 project guardians and
- 4 EmPaci employees.

Voting phase 28/8 - 9/9/20

A total of 3,896 residents voted, of which

- 3,790 voted online (97%) and
- 106 on paper forms (3%).





https://www.epressi.com/tiedotteet/kaupungit-ja-kunnat/osallistuvan-budjetoinnin-aanestyksen-tulos-selviaa-24.-syyskuuta.html 17.9.2020, 12:53



Screenshot: ePressi



25. For the activation of specific target groups of the PB, the following steps were taken and events organized:

No specific target group was selected. In the last voting week of 8/9/2020, two targeted visits were made both at a meeting place for drug-free people and a meeting place for the unemployed. In both places, there was an information session about PB and the possibility to vote on a paper form. Project worker Ms. Sanna Virta and Project Guardian Mr. Pentti Sjöblom were promoting the PB vote at the meeting place, called Takatasku, for the unemployed. Project Coordinator Ms. Tia Mäkinen and Project Guardian Mr. Esko Sutela were promoting PB voting in a drug-free meeting place, called Elokolo. The number of visitors is unknown.



Picture: T. Mäkinen



https://www.facebook.com/Monitoimikeskus.Takatasku/ph otos/a.642381175806549/3508697872508184/ 7.9.2020, 10:36

Screenshot: Monitoimikeskus Takatasku, Facebook









Example of target group specific material by EmPaci team

25a. For the activation of women into the PB, the following steps were taken and events organized:

There is usually no need to specifically activate women in Finland in societal issues (as illustrated by the turnout of voters: 61 per cent of the voters were females), so no steps taken to activate women in the PB.

26. The following actions were taken to provide information about PB in a citizen-friendly manner:

The municipality followed a communication plan that focused on communicating to citizens in different marketing channels. For example, Lahti used outdoor advertisement and social media in order to provide information about the PB. The Project Guardians also gave out materials in person as well as on social media regarding the PB. Lahti PB team and project guardians were interviewed by local radio stations in total four times. EmPaci Finnish team also provided Lahti with specific PB-material to be spread for the youth, NGOs and families through their own networks.

27. The following actions were especially taken to achieve a high participation rate:

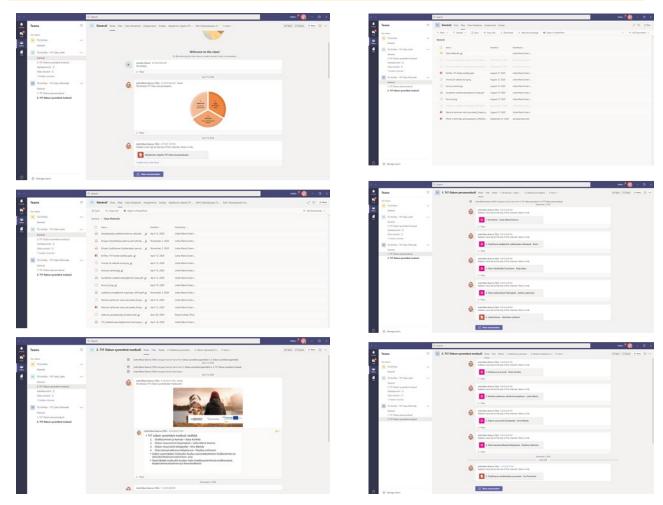
The communications plan utilized a multichannel approach to attract as many people as possible. Also, EmPaci Finnish team assisted the city by supporting their communication in social media channels, through their own websites and by providing blog posts to spread knowledge on PB pilot.

28. The following steps were taken to train the own actors for PB:

Training steps are described in the section 12a.

Teams platform for TtT in pilot 1. Lahti (basic and advanced sections, as well as material specifically for PB Coaches and Project Guardians)





Teams platform for TtT in pilot 2. Riihimäki (basic and advanced sections)

EmPaci organized two TtT facilitation trainings for the PB staff of the pilot municipalities, Lahti and Riihimäki, in the autumn of 2020. The trainings were organized online via a zoom service and were designed to teach PB staff how to remotely facilitate smoothly and involve city residents online. City officials were allowed to participate on both training sessions.

- The training 1 held on 22.10.2020 had the theme of facilitation of residents' events. The first training was attended by 4 Riihimäki and 3 Lahti officials.
- In Training 2 on 30 October 2020, the theme was facilitating participatory budgeting in hybrid events'. The 2nd training was attended by 2 Riihimäki and 18 Lahti officials.

In the training registration form, participants were asked to tell what they have next on the to-do list, i.e. on what kind of events they need tips for facilitating right now and what problem areas they have encountered in their work related to facilitation. The content of the trainings was tailored based on the answers to the above questions. The trainers were Mr. Lari Karreinen and Ms. Emilia Osmala from Osana yhteistä ratkaisua Oy. Both trainings covered basic practices and concepts related to facilitation. The structure of the trainings was alternately theory and practical tasks in pairs or small groups. A feedback questionnaire was sent to participants in both trainings, and in the feedback, participants said they found the trainings useful and instructive.





29. If applicable, the following steps were taken to train actors in other municipalities (outside EmPaciproject):

Association of Finnish Local and Regional Authorities (associated organisation of EmPaci) organized a seminar on theme of resourcing of PB 10.3.2020 (around 60 participants from different municipalities);

- Tampere University designed, organized and invited municipal actors interested or experienced in
 PB to Tampere University 30.1.2020 (participants presented 16 Finnish municipalities);
- Tampere University designed, organized and invited municipal actors experienced in PB to an online event Tampere University 26.11.2020 (participants presented 30 Finnish municipalities);
- LAB University of Applied Sciences Lahti participated live workshop (Sivullisesta osalliseksi -työpaja by SITRA) to promote PB and EmPaci (25 people from municipalities such as Järvenpää and Tuusula, Local Finland, etc. participated)





Picture: A. Heinonen



Screen shot: Sitra

4. Results of 1st PB pilot

31. The PB was limited to certain areas of the budget or priorities of pro	ogrammes on	v:
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 \square Yes \boxtimes No

If yes: (otherwise please skip this part)

31a. Proposals and votes were limited to the following areas / priorities:

Proposal phase:

32a. The proposal phase was implemented in the following way:

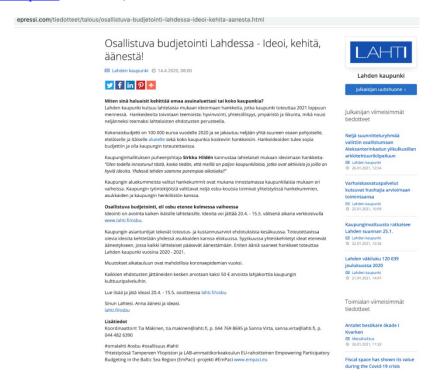
The brainstorming phase was carried out online between 20/4 and 15/5/20 in a web-based map template called 'Maptionnaire' (online tool). With the map-based tool, the proposer of the idea was able to place the idea exactly where they wanted it. Ideas could be submitted via a link, and no separate login or strong authentication was required. As many ideas as possible could be left, and also various groups, clubs and associations were allowed to submit ideas. The following information had to be filled in the form: background information, in which of the four areas the idea falls into, in which of the four themes (environment, sports,



well-being, community) the idea belongs to, the area of the implementing unit in which the idea is located, the title and description of the idea, and the placement of the idea on the map if possible. The form was available in two languages, Finnish and English. By submitting the idea, they were able to take part in a lottery, where the prize was two gift cards worth of 50 EUR for the city's cultural services.

Osallistuva budjetointi Lahdessa - Ideoi, kehitä, äänestä!

Lahden kaupunki 14.04.2020, 08:00

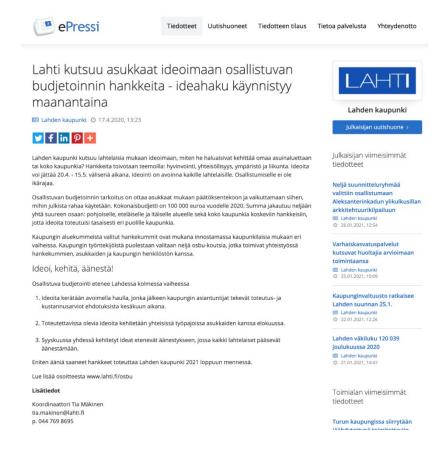


Screenshot: ePressi



Lahti kutsuu asukkaat ideoimaan osallistuvan budjetoinnin hankkeita - ideahaku käynnistyy maanantaina

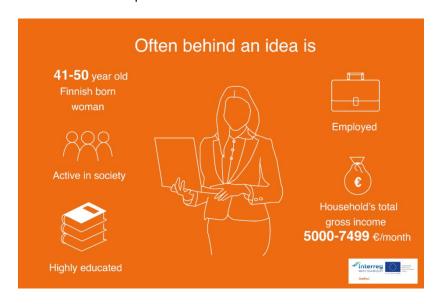
Lahden kaupunki 17.04.2020, 13:23



Screenshot: ePressi

32b. Number of citizens participating:

Information unavailable since ideas could be submitted anonymously. 315 persons left their name and contact information on 'Maptionnaire'.



32c. Participation rate (% of citizens):



Information unavailable since ideas could be submitted anonymously. Around 0,26 percent of citizens left their name and contact information on 'Maptionnaire'.

32d. Number of proposals received in total: 713

32e. Main categories of proposals:

Themes decided for the 1st PB pilot: Environment (with a link to Lahti as the European Green Capital 2021), well-being, community and sports as suggested by citizens (on facebook survey).

32f. Information provided to citizens after completion of the proposal phase:

If an e-mail address was provided in the optional field in 'Maptionnaire' during the brainstorming phase, a PDF file of own idea proposal was sent to the proposer. 315 people left their email addresses and a mailing list was compiled. After the brainstorming phase, a message was sent to the mailing list, explaining the following steps in the PB with their dates:

- Implementation and cost evaluation phase 20/5 18/6/20
- Co-creation phase 13/8/20
- Voting phase 28/8 9/9/20
- Implementing ideas 23/9/20 2021

Feasibility check:

33a. A feasibility check of proposals or voted projects was implemented:							
X	Yes, of the proposals		Yes, of the voted projects		No		

33b. The feasibility check was implemented in the following way:

First, Lahti PB team made a pre-check of the ideas and divided the ideas for different administrative fields and their PB coaches and other experts. Second, Lahti PB team provided an excel sheet for feasibility evaluation of the ideas. The excel sheet included criteria for feasibility:

- lawful,
- un-commercial,
- non-biased and equal,
- accordance with given themes,
- accordance with the budget of areas,
- no maintenance costs needed and no permanent staff needed.

Also, evaluation of the ideas' feasibility on a scale 1 to 4 (1=can be implemented, 4=not possible to implement) was included in the excel sheet. In the evaluation of ideas, evaluators were asked to make notes if the idea requires further planning and if the idea would benefit from co-creation.

33c. If applicable, political decision-makers were involved in the feasibility check in the following way:

Feasibility check was made by city officials, political decision-makers were not involved.

33d. If applicable, citizens making specific proposals were involved in the following way:

The co-creation workshop, Lahti Lackathon, was held on 13/8/20 and was an event open to all citizens. It was possible to pre-register for the event, but the event could be also entered in drive-in type. An invitation to



the workshop was sent to 315 members of the mailing list. In addition, submitters of all 14 co-created ideas were invited, if known (on the mailing list). Workshop invitations were sent to various presses and various associations that could possibly be partners in the ideas, e.g. Inspis Lahti Ry. Mayor Mr. Pekka Timonen and Director of Inclusion and Welfare Services Mr. Mikko Komulainen were invited to the opening of the workshop. In total, the workshop was attended by about 60 people (a mix of women (majority), men, working aged, some elderly residents and a few children (+/- 8 years). There was also a disabled person with an assistance dog. Most were Finnish-speakers but there were also some non-Finnish-speakers. The youth did not participate but EmPaci team tried to also promote PB and the evet to youth passing by.):

- 21 experts,
- about 30 residents (16 of whom were pre-registered),
- 6 project guardians and
- 4 EmPaci employees.

Lahden osallistuvan budjetoinnin ideoita kehitetään yhteisessä työpajassa Palvelutorilla

Lahden kaupunki 04.08.2020, 10:06





Tapahtumajärjestäjille arkoitettu Meillä tapahtuu Lahtelaiset äänestävät toteutettavista ideoista 28.8. - 9.9 tilaisuus järjestetään verkossa 15.2. - tilaisuudessa tutustutaan Sekä yhdessä kehitetyt että suoraan jatkoon valitut ideat tuodaan kaikkien lahtelaisten äänestettäväksi 28.8. – 9.9. Äänestyksessä ei ole ikärajaa. Esittelyt äänestettävistä ideoista tuodaan lahti.fi/osbu -verkkosivulle elokuun aikana. Sivuille päivitetään myös äänestysohjeet ja -lomake. Äänestää voi myös tapahtumatarjontaan paperilomakkeella Palvelutorilla sekä Lahden kirjastoissa. @ 26.01.2021.14·30 Ideat on jaettu eteläiselle, itäiselle ja pohjoiselle alueelle sekä koko kaupunkia koskeviin hankkeisiin. Kullekin alueelle on varattu 25 000 euron budjetti, jonka puitteissa kaupunki toteuttaa äänestyksessä menestyneet ideat vuoden 2021 loppuun mennessä. Jokaisella lahtelaisilla on mahdollisuus äänestää Kesätyöseteli ja kesätyöpaikat Tuusulan kunnan toimipisteissä vhden kerran, mitkä asukasideat kaupunki toteuttaa 100 000 eurolla. vuonna 2021 Sinun Lahtesi. Anna äänesi ja ideasi. lahti.fi/osbu Kutsu Turun kaupunginjohtajan Koordinaattorit Tia Mäkinen tia.makinen@lahti.fi, p. 044 769 8695 ja Sanna Virta sanna.virta@lahti.fi, p. 044 482 6390 Kunnanhallituksen päätöksiä #omalahti #osbu #osallisuus #lahti Yhteistyössä Tampereen Yliopiston ja LAB-ammattikorkeakoulun EmPaci, EU Baltic Sea Region -hanke Tuusulan kunta25.01.2021, 17:43

Screenshot: ePressi

33e. The difficulties that became apparent through the feasibility check: /

33f. As a result of the feasibility check, the PB process should be changed as follows:

This is under evaluation.

33g. Ratio of ideas given vs. plans that make it to voting stage:

In Lahti, 713 proposals submitted, but only 58 proposals (8,13 % of ideas) left for voting

Voting phase:

34a. The voting phase was implemented in the following way:

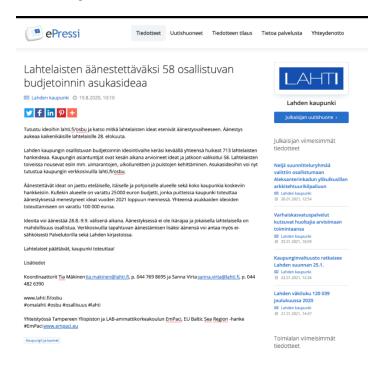
The voting phase took place 28/8 - 9/9/20 online, in all libraries of the city (9 libraries in total) and at the city service point (Palvelutori). 'Webropol' was the online voting platform. The voting platform was accessed via an open link and did not need to be registered or logged in separately. You could vote only once but on ideas on one or more areas using up to 100 000 EUR, and maximum 25 000 EUR/area. The system did not tally the amount, but each voter had to keep track of their total spend. There was no age limit for voting. The voting form had to confirm that he was from resident of Lahti and would vote only once. In addition, a postal code was asked to verify that the voter was from Lahti, as strong identification was not in place. The voting form contained 58 ideas to be voted on.

Both the online platform and the paper voting form were available in two languages, Finnish and English to make PB accessible to also Non-Finnish-speakers. In libraries and the city service point, Palvelutori, it was possible to vote using free for all inhouse computers and filling in paper voting forms. In addition, a separate voting point was held at the city service point (Palvelutori) on three days (31/8, 1/9 and 3/9/20) where interested citizens could meet the inclusion coordinators and pick up a cup of Lahti Coffee.



Lahtelaisten äänestettäväksi 58 osallistuvan budjetoinnin asukasideaa

Lahden kaupunki 19.08.2020, 10:10



Screenshot: ePressi

Osallistuvan budjetoinnin ideat lahtelaisten äänestettävänä

Lahden kaupunki 26.08.2020, 08:58



Screenshot: ePressi



34b. Each citizen was given the following number of votes:

34b. Number of citizens voting: 3 896

34c. Participation rate (% of citizens): around 3,25 %

34c. Number of votes received in total: No data available.

34d. Results of the votes (which projects with which amounts and votes were winning):

As a voting turnout, following projects were the winners with the total budget of 100 000 EUR:

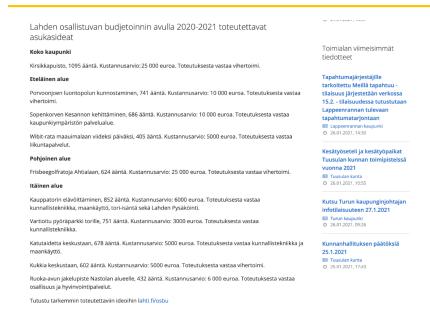
- Frisbeegolf-course in the Ahtiala region: budget 25 000 EUR, 624 votes
- The fresh-up of the city market square with flowers and art: budget 6 000 EUR, 852 votes
- Guarded parking space for bikes in the city market square: budget 3 000 EUR, 751 votes
- Street art for the city centre: budget 5 000 EUR, 678 votes
- Flowers for the city centre: budget 5 000 EUR, 602 votes
- A distribution site for food assistance in the Nastola region: budget 6 000 EUR, 432 votes
- The development of the Porvoo river nature walk: budget 10 000 EUR, 741 votes
- The development of the Kesanto event area in Sopenkorpi: budget 10 000 EUR, 686 votes
- Wibit-track for the outdoor swimming pool for five days: budget 5 000 EUR, 405 votes
- Cherry tree park, location still undecided: budget 25 000 EUR, 1 095 votes

Kirsikkapuisto Lahden osallistuvan budjetoinnin suosikki

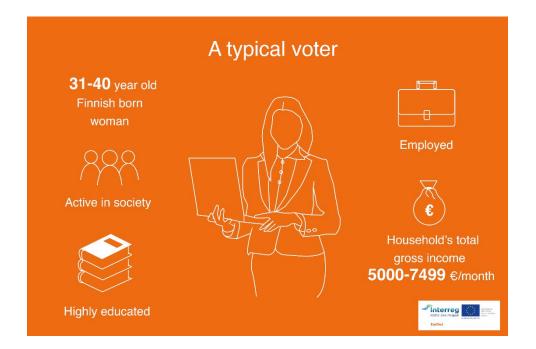
Lahden kaupunki 24.09.2020, 08:00







Screenshot: ePressi



34e. Total PB budget realized / implemented:

No data available.

34f. Was part of the total PB budget unused?

No data available.

34g. Information provided to citizens after completion of the voting phase:

There was communication to citizen on week 39/2020 to publish the results of the vote. After that, the communications team of Lahti will provide case examples of the ideas implemented.



- **34h. Extent to which the approved projects can be realized:** No data available.
- 34i. Timeframe planned to realize the approved projects:

Winning ideas will be implemented by the end of 2021.

34j. Extent to which citizens were involved in the realization of the approved projects:

No data available.

35. Citizens were informed about the completion of the 1st PB pilot in the following ways:

News-post week 39/2020. No accountability report available.

36. Other actors involved (e.g. local council) were informed about the completion of the 1st PB pilot in the following ways:

No data available. Local councillors were satisfied with the communication based on the interview of key councillors.

5. Assessment of 1st PB pilot and enhancement for 2nd PB pilot

37. Objectives for PB as specified in Question 9 were reached as follows:

Lahti did not set any specific aims for 1st PB pilot. However, it can be said that the PB pilot sparked interest among citizens for stronger participation in city of Lahti.

38. Besides the objectives for PB as specified in Question 9, the following additional issues can be seen as a success for the PB pilot:

This is under an evaluation. However, based on the interviewed actors it can be said that PB, both in idea phase and in voting phase reached a good number of participants. This is a sign of successful marketing and communication of PB in the city area. Especially the work of "project guardians" was highly appreciated. Project guardians were residents, who helped the city organization in the marketing and dissemination of PB in different city districts.

39. Some objectives for PB as specified in Question 9 were not reached due to the following reasons:

This is under an evaluation. However, based on the preliminary analysis of the empirical data, it seems that the co-creation phase was not seen as successful as hoped before the process. Also, the presence of city officials in different neighbourhoods was also quite minor. These are direct consequence of COVID-19 situation.

40. To our knowledge, the following elements of the PB process are innovative compared to other PB initiatives in the BSR:

The city of Lahti introduced project guardians (citizens who supported the PB and spread knowledge among peers) and PB coaches (from city organization) and found them helpful in implementing the pilot. They also tried out co-creation (Lahti PB Lackathon) to bring all parties together.



41. The PB benefitted from the transnational approach of the EmPaci project in the following way:

The transnational EmPaci-survey was important in planning the PB process. Also sharing the information with Finnish EmPaci team was fruitful. Additionally, the "handbook" of PB type groups as well as international PB network might be useful, when future PB processes are planned, and information is being shared.

42. These changes are already planned for the 2nd PB pilot to better reach objectives of PB:

To our knowledge no changes are confirmed yet. However, the division of areas in the city district caused a lot of discussion (illustrated by the empirical data) and it is likely that there will be changes concerning it. Also, it is possible that PB will be organized biannually in the future. However, Lahti has decided that it will not run 2nd PB pilot and the co-operation with EmPaci project shall come to its end after the evaluation of 1st PB pilot is completed.

43. These changes are already planned for the 2nd PB pilot to better involve target groups:

No decision has made concerning the possible changes. There have been some preliminary discussions on a specific theme and target group (for instance, immigrants or youth) for upcoming rounds of PB in Lahti. However, Lahti has decided that it will not run 2nd EmPaci PB pilot and the co-operation with EmPaci project shall come to its end after the evaluation of 1st PB pilot is completed. This is due to it still being unclear when the following PB run will take place in Lahti.