

## 'Triggering environmental transformation on large land holdings' - Workshop outline (max time - 4.5 hours)

| Timing (length of time for activity) | Time            | Agenda item                    | Activity (notes)/ Suggested structure                                                                                                                                                                                                                                                                                                              | Equipment                                                                                                                         |
|--------------------------------------|-----------------|--------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------|
|                                      |                 | Pre-workshop preparation       | <ul style="list-style-type: none"> <li>- Book venue and catering</li> <li>- Book childminder (if requested by participants)</li> <li>- Test visualisation tools</li> <li>- Collate paperwork for workshop – participant consent forms (if needed), information sheets/agenda, expenses claim forms</li> </ul>                                      | Paperwork for workshop                                                                                                            |
|                                      |                 | Morning before workshop starts | <ul style="list-style-type: none"> <li>- Set up venue (tables and chairs)</li> <li>- Set up catering</li> <li>- Set up recording equipment</li> </ul>                                                                                                                                                                                              | Paperwork for participants (consent forms; expenses claim forms)<br>Dictaphones<br>Paper and pens<br>Sign-in sheet<br>Name badges |
| 30 mins                              | 10.30 - 11am    | Arrival and registration       | <ul style="list-style-type: none"> <li>- Meet and greet participants; ask them to complete sign-up sheet</li> <li>- Gather participant consent forms</li> </ul>                                                                                                                                                                                    | Catering – tea, coffee, pastries                                                                                                  |
| 30 mins                              | 11 am – 11.30am | Welcome and introductions      | <p><b>Introduction to project in break-out room where tea/coffees served</b></p> <p>Facilitator to welcome all participants and explain purpose of workshop (i.e. 'why are we all here'). Explain Chatham House rules.</p> <p>Check that everyone is happy for the workshop to be audio recorded (reiterating statements in the consent form).</p> | Workshop overview<br>Projector                                                                                                    |

|         |                   |                                                                                    |                                                                                                                                                                                                                                                                                                                      |                                                                                                                              |
|---------|-------------------|------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------|
|         |                   |                                                                                    | <p>Invite participants to provide short introductions (e.g. name, where from, perhaps major activities/land uses on estate), what they hope to get from workshop</p> <p>Facilitator to give short overview of the workshop plan (including how informed by pre-workshop interviews – key themes)</p>                 |                                                                                                                              |
| 60 mins | 11.30am - 12.30pm | Setting the scene with climate data                                                | <p><b>Move into Immersive Suite</b></p> <p>National context presented</p> <p>Regional data</p> <p>Participants identify points of climate-related vulnerability on their estates; Q and A about these with presenter</p>                                                                                             | Map-based visualisations                                                                                                     |
| 1 hour  | 12.30 - 1.30pm    | Lunch + Individual estate exploration                                              | <p><b>In break-out room</b></p> <p>Buffet lunch</p> <p>Chance to discuss further on climate-related vulnerability</p> <p>Individual estate exploration with touch tables</p>                                                                                                                                         | Touch tables                                                                                                                 |
| 30 mins | 1.30 - 2pm        | Discussion of resilience                                                           | <p><b>In break-out room</b></p> <ul style="list-style-type: none"> <li>- What are the ways that you could prepare now for [selected] future climate change scenario? How does this influence your succession plan?/ What does that mean for the next generation? What supports would you need/appreciate?</li> </ul> | Note-taking equipment to capture key discussion points: laptop plugged into display in break-out room, flipchart, or notepad |
| 40 mins | 2 - 2.40pm        | Evaluation of tools                                                                | <ul style="list-style-type: none"> <li>- Which information is most likely to prompt you to make changes, and why?</li> <li>- Which format worked best to communicate the climate data, and why?</li> <li>- How could these be changed to suit your needs better?</li> </ul>                                          | Note-taking equipment to capture key discussion points: laptop plugged into display in break-out room, flipchart, or notepad |
| 20 mins | 2.40 - 3pm        | <p><b>Final thoughts and next steps</b></p> <p><b>Thanks and meeting close</b></p> | <p>Facilitator to bring discussion to a close; invite any final thoughts or suggestions</p> <p>Next steps: outputs including materials for Scottish Land &amp; Estates, routes to access related Hutton knowledge/expertise, workshop follow-up.</p>                                                                 |                                                                                                                              |