



## Common culture workshop – 1/2

The 'common culture' workshop is an essential participatory and engagement tool because it is the opportunity to involve stakeholders, experts, managers in the project process. It is the first meeting with the identified stakeholder forum. The purpose of this meeting is to share views and knowledge from all perspectives. The number of participant need not be large, but all identified relevant stakeholders should be invited.

It can be done in very different way according to the level of integration of the scientific question and the management questions of the territory. It can only be done after having collected some information or evidence about the subject it is dealing with, in order to share it. Be sure that the elements presented take into account the different points of view of the invited people.

### Identify the environmental issue(s)

One objective of the workshop can be to identify which major environmental issue(s), according to the stakeholder forum, that BGIN strategy could address on the territory. If the core team has already chosen an environmental issue, the workshop is the occasion to explore possible BGIN options. In this case, the conceptual mapping designed by the core team can be used as a starting point to discuss.



Improving the management  
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**ALICE**

**Interreg ATLANTIC AREA ALICE project - 05/03/2021**

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<b>Time</b>	½ to one day to run the workshop (+some days of preparation)
<b>Technical level</b>	Can be performed with no previous experience
<b>Output</b>	Transcription of a stakeholder’s discourse
<b>Advantages</b>	Create links and confidence between the stakeholders, scientists and managers; useful to collect expert’s opinions; useful to identify the possible barriers in the implementation of the project; useful to evaluate the position of the project regarding the interest of stakeholders.
<b>Limits</b>	Availability of participants
<b>Resources needed</b>	Meeting room, presentation of the project, material (maps, post-its, boards for the different activities), a facilitator
<b>Advice</b>	Be very clear about the objective of your common culture workshop. The core team must be mindful not to dominate the floor and use a lot of listening skills.

## Build a common language

Putting together a common language in the project is essential. This point may seem trivial, but is one of the main difficulties of the necessary transdisciplinarity of environmental sustainability assessments. Transdisciplinarity can be defined as a research strategy that tries to integrate and synthesize many different academic disciplinary perspectives as well as non-scientific actors. Each stakeholder group, including each academic discipline and even each project, has its own jargon. The time involved in finding a common language has to be taken into account, and in particular, beware of acronyms and do not hesitate to explain or ask when a specific word is unfamiliar.

## Preparing the workshop

### Appoint a facilitator

The core team can appoint a facilitator to run this phase of the engagement process, who will be perceived as impartial by all stakeholders (Vanderlinden et al., 2011). The facilitator must have some knowledge in environmental management, and above all, experience in collaborative processes and conflict management. The core group must try not to influence the facilitator.

For practical or budget constraint, the project team may have to facilitate the workshop. In this case, it is important to keep an open mind and try not to influence or orient the workshop discussions.

### Invite the stakeholders

The project team must draft a letter to the stakeholders asking for their participation. The letter should: (1) describe briefly the project and the assessment process; (2) give information of time and place of the workshop; (3) introduce the objective of the workshop; (4) if a facilitator is appointed, introduce them and describe their mandate.

The partner in the core team who is the more legitimate for engagement of stakeholder and who knows the invited actors better should send the letters. Invitations should be followed up by a phone call from the workshop facilitator to confirm presence.

Consent should be obtained before collecting information or opinions for later use of publication. Participants should also be informed that they can withdraw from the process at any time.

### Plan the meeting and material

This type of workshop can be held over half or a whole day. An important amount of preparation - planning and material - must be done in advance to be dynamic and efficient in terms of engagement. You must plan different activities with identified objectives.



# Common culture workshop – 2/2

## Common culture workshop for BGIN strategies

The objective of the meeting is to go through a new round of scoping and mapping to enrich the assessment, it is one of the strong steps of the co-construction.

The workshop can be organised in many different ways. Here is a possible plan.

- **Introduction of the project:** short and simple. The core team can make some presentation to introduce the subject, but it must not take too much time out of the discussion
- **Round of introductions:** not obligatory, it depends of the number of participants. Bear in mind that many of the stakeholders are often already involved in management forums and know each other.
- **Issue identification using brainstorming:** choose a brainstorming tool to share what issues are identified as essential for each actor. Or, if the issue is already identified, use the brainstorming to collect the actors view and description of the issue.
- **Gathering of knowledge:** using geographical maps can be very useful at this stage, it facilitates the discussion by giving a physical framework.
- **Conceptual mapping:** mapping is an interesting tool to gather different worldviews and to integrate activities and governance.
- **Wrapping up:** summarise the workshop, present following steps of the process and thank participants.

Allow consequent time for discussion and be attentive that all stakeholders have at time of speech. Some might be less comfortable than others in this exercise.



## POSSIBLE ACTIVITIES FOR A BGIN COMMON CULTURE WORKSHOP

Objective	Activity	Resources, material and tips
Opening of the workshop	Short presentation of the project and introduction of the core team	<i>Keep it short.</i>
Round of introduction	A first moment to give a time of speech to all	<i>Not obligatory if the audience is large</i>
Presentation of the project	Start presenting the project and the BGIN general concept.	<i>Projector, presentation. Be careful not to give potential solutions for the territory, so as to leave the discussion open. Keep it short.</i>
Issue and BGIN opportunities identification	'Post-it' brainstorming answering one or two open questions.	<i>Post-its, prepare a board or a wall, you can use kraft paper. An easy dynamic ice-breaker Possible questions: 'What do you think are the environmental issue on the territory'; 'What are the drivers of change on the territory'</i>
	Geographical mapping: reuniting actors by groups around large format geographical maps	<i>Large format maps, pens, stickers. You can ask to identify on the maps issues, environmental structures and connections, activities</i>
	Individual geographical mapping: before working on large maps, you can ask each participant to work individually on an A3 map	<i>A3 format maps ( a set for each participant) Working individually can give a wider variety of worldviews. You can collect the maps. It also helps some actors to prepare the group discussion.</i>
	Conceptual mapping organised by small groups	<i>White board or paper board with pens</i>
Conclusion	Offer an open spaces of discussion.	<i>Final time of discussion. Be mindful of time table to keep this space open for last expression for all.</i>