

Table Talks: General run sheet template

Date	
Location	
Lead Facilitator	
Co-Facilitator	<i>(name, contact number etc)</i>
Cultural Community / network	<i>(which community, name/details of contact person, notes on the situation eg attending existing meeting, specific Table Talk event etc)</i>
RSVPs	<i>(number)</i>
Attendees	<i>How many are there? Demographic insights? Are they from a similar background or more diverse backgrounds?</i>

Venue	If the target group/org has a dedicated meeting place, try to use that. Otherwise, consider hiring council venues. If there are less than 5 people, we might consider doing a kitchen table conversation using somebody's home.
Catering	<i>(If any)</i>
Materials	<i>(list + who is bringing)</i> <i>EV banner and/or Action Network T-shirt</i> <i>Facilitator's feedback form</i> <i>Butchers paper</i> <i>Pens</i> <i>Name tags</i> <i>Voice recorder if needed</i> <i>Participants' handouts if needed</i> <i>...</i>
Tech set-up	<i>What tech equipment is there, who is checking or setting it up?)</i>

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Agenda

Time <i>Insert actual times below</i>	Activity	Notes
20mins	<ul style="list-style-type: none"> • Room Set Up • Adjust chairs in a discussion friendly manner (if needed) • Put up EV banner • Set up catering (if available) • Put pens and name tags on a table 	
5mins	<ul style="list-style-type: none"> • Invite people in > people can chat or have snacks 	
START 5mins	<ol style="list-style-type: none"> 1. Official welcome 2. Acknowledgement of Country 3. Housekeeping rules & basic norms for the session 4. Agenda run through 	Ask permission + Audio record the discussion?
INTROS, VISION & GROUNDING WITH NATURE 10mins	<ol style="list-style-type: none"> 1. Introduction of myself and EV <p>Story of self</p> <ul style="list-style-type: none"> - Who I am and something about how I came to care about the climate crisis and what drives me in the work - That's why I'm motivated to work for Env Vic and what brings me here today. <p>About EV & vision</p> <ul style="list-style-type: none"> - EV is a charity with around 30 staff, hundreds more Victorians who share our goals and take action with us and many thousands more who support us. - We have vision to create a society where nature and people are thriving. Where the natural environment – trees, animals and ecosystems are healthy, and where people are equally able to enjoy and value that. 	Name tags

	<ul style="list-style-type: none"> - We are here today to reach out to climate issues not being heard, with a focus on First Nations & multicultural community networks in our local areas. We collate stories about how climate change is impacting people & what they think the solutions are. <p>2. Introduction round:</p> <ul style="list-style-type: none"> • Names, • Pronouns • What your connection to the group is, or how long have you been in this group • <i>What is something that comes to mind when you think about your own connection to nature? For example, doing gardening or a bush walk.</i> 	
<p>CONTEXT</p> <p>10mins</p> <p>NOTE: this part can be shorter, depending on the time we are allowed.</p>	<p>Story of us and now</p> <ul style="list-style-type: none"> - We all have that connection to nature – thank you for sharing those... - We know from nature how interconnected we all are. And right now, we are all facing the impacts of damage to natural systems and particularly the worsening impacts of the climate crisis - Here in Australia that looks like <ul style="list-style-type: none"> ○ Photos and headlines from Victoria – black summer 19/20, floods 22, extreme storms & bushfires 24 - The types of climate impacts we are all experiencing includes: <ul style="list-style-type: none"> ○ List from Vic govt ○ Climate Council heat map by postcode - It feels like they are speeding up and the future is scary – so many of us have worried about our families, friends, kids, grandkids or future generations 	<p>Slides</p>

	<ul style="list-style-type: none"> - Groups like ours have focused a lot of effort on pointing out the injustice that powerful companies are able to keep polluting even when we have this crisis. - We need to talk about this and demand our politicians listen to everyday people like us, not big business interests driven by greed and \$ signs. <ul style="list-style-type: none"> o Coal and gas projects still being approved - At EV we are especially worried about inequalities which make it harder for some people and communities to prepare or cope with impacts. - We believe any solutions to the climate crisis must make the world fairer not more unfair - And we believe they can! - Solutions we find most hopeful are where people who have not had the power to decide what happens to them are rising up to lead on better, cleaner, fairer ways of doing things. Eg. <ul style="list-style-type: none"> o FN ownership of RE projects o Voices for Power – migrant communities advocating for the energy solutions they need o Sweltering cities – heatwave response? Or ECCV multicultural emergency management program - These are the types of solutions we need – ones that are designed by and for communities that are on the frontlines of impacts. - To make sure that happens more and more we have to hear from <i>everyone</i> and particularly from voices that haven't been heard. - We focused on opening up more conversations with people, that decision makers haven't heard from enough 	
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	<ul style="list-style-type: none"> - That's why we are here today, to reach out to voices not being efficiently heard, with a focus on <u>First Nations & multicultural community networks</u> in our local areas around the state. - We listen, build new relationships, collate stories about <u>how climate change is impacting people & what they think the solutions are</u> <p>Now we will move on to some questions for you all...</p>	
3mins	Are there any quick questions to clarify any of that before we move to the discussion to hear your thoughts	
<p>QUESTIONS</p> <p>10mins</p>	<p>Q1: How are climate extremes & disasters impacting you and your community?</p> <p>Prompt for:</p> <ul style="list-style-type: none"> - here in Vic - connections overseas <p>○ How does it make you feel?</p>	<p>(Encourage story telling e.g. by asking "Can you describe a specific moment?")</p> <p>If people don't have strong feelings, ask them to think about the future life of their kids or grandkids when facing climate disasters</p>
10mins	<p>Q2: Drawing on experiences from you or your community, what gives you hope when it comes to climate change?</p> <ul style="list-style-type: none"> - Lift up any people powered solutions/examples of how people coming together can make a difference 	<p>(Encourage story telling e.g. by asking "Can you describe a specific moment?")</p> <p>If someone says NO HOPE – acknowledge and say, if we stay on where we are now, there IS very little hope around tackling climate change, and therefore we should...</p>
10mins	<p>Q3: Think about your community in xx, what can we do to prepare for climate impacts or help solve climate issues?</p> <ul style="list-style-type: none"> - Specific, tangible examples - Say that we will pass these on to decision makers by project report or conversations 	

<p>5mins</p>	<p>Is there anything else you want to raise?</p> <p>Conversations and issues shared today will be reflected in our future reports and/or submissions, which are likely to be heard by media and policymakers.</p>	<p>Understand local people’s work around environment/sustainability</p>
<p>CLOSING (5 minutes)</p>	<p>How did you find today?</p> <ul style="list-style-type: none"> - Scale from sad face to happy face - Or circle the emoji you most relate to <p>Group Photo</p> <p>How can we best stay in touch?</p> <p>Are you interested in:</p> <ul style="list-style-type: none"> • Invite to Action Network monthly Webinars or People Power Workshop series • Telling your story • Getting involved locally <p>Wrap and thanks</p> <p>Facilitator to fill out the feedback form and get contact details of anyone worth to follow up.</p>	