

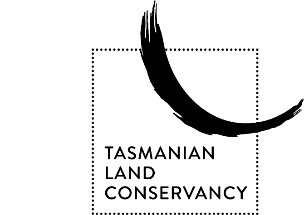
**Workshop Agenda**

**Aims**

The aim of this workshop is to introduce you to the Healthy Country Planning/Open Standards process, in particular, the details of steps that differentiate the Open Standards from other planning processes. It includes:

* Overview of preplanning and setting the scene, understanding the situation
  + Choosing Targets and defining their nature and health - Viability
  + Defining Threats and understanding the factors behind them
  + Conducting a Situation Analysis in preparation for developing the plan
* Making the Plan
  + Setting Goals and Objectives
  + Strategies and evaluating their priority
  + Results chains to test your understanding
  + Measures and monitoring
* Plan Review:– “Closing the Circle”
* Review support materials (e.g. PowerPoint presentations; guidelines; “tools”; website, etc.)

We are also aiming to expand the circle of practitioners.

**** **** ****

|  |  |  |
| --- | --- | --- |
| **MONDAY** | | **FACILITATOR** |
| 9:00 | **Meet at UTas, depart 0930** |  |
| 12 midday | **Arrive Bronte Park - settle in / lunch** |  |
| 1:00 | **Welcome. Purpose & objectives for course**   * Review objectives, agenda, logistics * Background material, notebooks and homework | **DS** |
| 1:20 | **Participant introductions – Everyone**  **Team setup**  Round the room  Allocate people to their teams | **AH** |
| 2:00 | **Introduction to Open Standards.  (Presentation: overview of the process)**  Include guidance on things to listen for from the expert presenters | **DS** |
| **3.00** | **BREAK** |  |
| 3:30 | **Overview of the Five Rivers / trawtha mukaminya**  Overview of the Five Rivers Project and properties (ecological, cultural and social perspectives) | **DS / DK** |
| **5.30** | **+ / △**  **BREAK / DINNER** |  |
| 7:30 | **SESSION 1: Pre-planning** – people, places, process, language   * Understanding the purpose of planning process * Establishing clear roles and responsibilities * Understanding capacity   **Presentation, Tools to use** | **DS** |
| 7.45 | **SESSION 1: Project Scope & Vision**   * Presentation of the Step * Results/outputs from this step (how has it been used and adapted)? | **AH** |
| 8:00 | **Exercise Pre-planning, Vision and Scope** | **AH** |
| **9:30** | **CLOSE** |  |

|  |  |  |
| --- | --- | --- |
| **TUESDAY** | | **FACILITATOR** |
| 7:00 am | **Breakfast** |  |
| 8.00 AM | **Field trip**   * Bus tour of the Five Rivers and trawtha mukaminya * Discuss with the expert presenters your vision and scope * Discuss targets, threats that have been presented * See issues and scale first hand | **DS / DK** |
| **11.00** | **BREAK** |  |
| 11.15 | **SESSION 2: Targets - Landscape, Livelihood, Cultural, Bio-cultural, Language– What are we trying to manage?**   * Presentation of the Step * Introduction of tools that can be used * Results/outputs from this step (how used and adapted)? | **AH** |
| 11.50 | **Exercise:** Each team to develop at least two targets (biophysical and social / cultural) for their project using the steps and tools provided. Followed by **Facilitated feedback session.** | **AH** |
| **1.00** | **LUNCH** |  |
| 1.30 | **SESSION 2: Target Viability (Health). How healthy are the Targets?**- **Identifying attributes of targets and their indicators; using these to rate overall Target Viability**   * Presentation of the Step * Introduction of tools that can be used * Results/outputs from this step (how has it been used and adapted)? | **DS** |
|  | **Exercise:** Each team to develop attributes, indicators and ratings for at least one of their project’s *biophysical* targets using the steps and tools provided. Followed by **Facilitated feedback session.** | **DS** |
| **3:30** | **BREAK** |  |
| 3:40 | **SESSION 3: Threats (Problems and causes) – What is impacting on our Targets?** Identify Stresses to Targets and their Sources; Rank the Threats   * Presentation of the Step * Introduction of tools that can be used * Results/outputs from this step (how has it been used and adapted)?   Demonstration example | **AH** |
|  | **Exercise:** Each team to develop Threats (Stresses and Sources) and rank them for at least one of their Targets.  Followed by **Facilitated feedback session.** | **AH** |
| **5.30** | **+ / △**  **BREAK / DINNER** |  |
| 7:30 | **Team presentations of initial scope targets threats** | **DS** |
| **9:30** | **CLOSE** |  |

|  |  |  |
| --- | --- | --- |
| **WEDNESDAY** | | **FACILITATOR** |
| 7.00 | **Breakfast** |  |
| 8.15 | **Review** Day 2: targets and viability, viability table, threats and threat ranking | **DS** |
| 8.30 | **SESSION 4: Introduction to Situation Analysis** – What is driving the threats and who are the stakeholders? Using a Situation Analysis or Conceptual Model to understand the context and opportunities.   * Presentation of the Step * Introduction of tools that can be used * Results/outputs from this step (how has it been used and adapted)? | **AH** |
| 9.00 | **Exercise:** Each team to develop a Situation Analysis for at least one of their Targets. Followed by **Facilitated feedback session.** | **AH** |
| **10.30** | **BREAK** |  |
| 1100am | **SESSION 5: Develop Goals and Objectives:** What should we focus on? What are we trying to achieve?   * Presentation of the Step * Introduction of tools that can be used   Results/outputs from this step (how has it been used and adapted)? | **DS** |
| 11.20 am | **Exercise:** Teams to develop goals and objectives Followed by **Facilitated feedback session** | **DS** |
| **12:30 pm** | **LUNCH** |  |
| 1.30 | **SESSION 6: Strategies and Strategy Evaluation:** How are we going to meet our goals? Which strategies should we focus on?   * Presentation of the Step * Introduction of tools that can be used * Results/outputs from this step (how has it been used and adapted)?   Demonstration example | **AH** |
| 1:50 pm | **Exercise:** Each team to develop fully and evaluate at least two strategies to meet the objectives for their project using the tools provided. Followed by **Facilitated feedback session.** | **AH** |
| **3.00pm** | **BREAK** |  |
| **3.30pm** | **SESSION 7: Results Chains:** Developing a Theory of Change/Program Logic - Do our strategies really help us get to our Goal? What will we measure / how will we know?   * Presentation of the Step * Introduction of tools that can be used * Results/outputs from this step (how has it been used and adapted)? | **DS** |
| **3.50 pm** | **Exercise:** Each team to develop at least one results chain to meet an objective for their project using the tools provided. Followed by **Facilitated feedback session.** | **DS** |
| 5.30 pm | **+ / △**  **BREAK / DINNER** |  |
| 7:30pm | Evening session to finish off steps from earlier in the workshop  Preparing for evaluation | **AH** |
| 9:30 pm | **CLOSE** |  |

|  |  |  |
| --- | --- | --- |
| **THURSDAY** | |  |
| 7:00 am | **Breakfast** |  |
|  | **Review** |  |
| 8.15 | **SESSION 8: Measures and Monitoring** – What will we measure, when, and why? What are the indicators and how will we measure them? Identifying audiences and information needs.   * Presentation of the Step * Introduction of tools that can be used * Results/outputs from this step (how has it been used and adapted)? | **DS** |
| 8.30 | * **Exercise:** Each team to develop a monitoring plan using their result chains | **DS** |
| **10.00** | **BREAK** |  |
| 10.15 | **SESSION 9: Implementation**  Q&A Session with TLC reserve managers in the field  Challenges with implementation  Could just be a break in the bush |  |
| **12.00 pm** | **LUNCH** |  |
| 12.45 | **SESSION 10: Operational plans:**  Actions, timing and budgets:  • Presentation of the Steps  • Introduction of tools that can be used  • Results/outputs from this step (how has it been used and adapted)? | **AH** |
| 1.00pm | * **Exercise:** Each team to develop a work plan using their result chains | **AH** |
| 2.00 | **SESSION 11: Analyze, Review and adapt: reviewing the Plan,** **creating a culture of review.**   * Presentation of the Step * Introduction of tools that can be used * Results/outputs from this step (how has it been used and adapted)? | **DS** |
| 2.15 | **Exercise:** Teams develop a proposed process for ensuring regular review and adaptation of the plan to complete the cycle. | **DS** |
| **3.30 pm** | **BREAK** |  |
| **3.45** | **SESSION 12: Putting it all together**:Understanding funding and capacity requirements; Refining the budget; Assessing project level risks.  Linking all the steps; Collating and presenting the plan  • Presentation of the Steps  • Introduction of tools that can be used  • Results/outputs from this step (how has it been used and adapted)? | **DS** |
| 4.00 | **Exercise:** - Each team to develop communication plan outlining how they will communicate the plan / workplan | **DS** |
| 5.00 pm | **Resources and Support:** CCNET, Miradi, ConPro etc  Review and Evaluation of the workshop | **DS** |
| **5.30** | **+ / △**  **BREAK / DINNER** |  |
| 7.30 pm | Team preparation of materials for Assessment |  |
| **9:30 pm** | **CLOSE** |  |

|  |  |
| --- | --- |
| **FRIDAY** | |
| 7:00 am | **Breakfast** |
| 9.00 | **SESSION 13: Presentation of Plans**  Each team to present a 30 minute PPT of their plan |
| **10.00** | **BREAK** |
| 10.30 | **SESSION 13 (cont): Presentation of Plans**  Each team to present a 30 minute PPT of their plan |
| 11.30 | Wrap up, evaluation, pack up |
| **12.00 pm** | **LUNCH** |
| 1.00 | Leave Bronte Park |
| **4.00** | **Arrive Hobart** |