

South West Nature Map

South West Nature Map Phase 2 Project – Visioning Workshops

Template for organising and running a visioning exercise.

This template assumes that the area to be subjected to opportunity planning or visioning has been selected and that one organisation has responsibility for progressing the initiative.

1. Discuss selected area with key players/partners to obtain their support on the boundary and outcomes required.
2. Agree with key partners the time frame for a vision and any potential opportunities to embed vision into other potential delivery mechanisms.
3. With partners identify who might have information, experience of and data relating to the selected area.
4. Select dates for workshop and send out invitations.
5. Prepare workshop, selecting suitable venue (ideally in the SNA), and deciding how long the workshop will be. If more than 3 hours ensure food is provided or invitees are instructed to bring their own. Source materials and maps.
6. Identify facilitator and chairman. This could be the same person. Ensure these people understand the objective of the workshop.
7. Hold workshop to capture vision or part of the vision. If more time is needed secure agreement for a further workshop, ideally finding a suitable date. Celebrate result and thank participants.
8. (Hold further workshops).
9. Draft vision and agree with partners on next stage. This may include disseminating to a wider audience.
10. Offer draft into existing initiatives that might benefit from the vision.