PARTICIPANT INSTRUCTIONS – INTERACTIVE SESSIONS

Shake up the Systems – Key Actions for Change

Day 2, Session 2, 15:20 – 16:45

Aim of the session: The aim of this session is to think in detail about some of the crucial step changes needed for systems change for a fair climate future. Breakout rooms will have the opportunity to identify actions to make that step change happen, drawing from learning and experience shared over the two days of the conference.

Before the conference: Participants are invited to think about whether there is a crucial step change that they would like to propose to their room for this session. Sustainability First have also shared some example scenarios that can use in your rooms.

Practicalities of the session:

- You will have 45 minutes in total for this breakout session
- You will be put into breakout rooms of 5-6 people through Zoom
- In each breakout room there will be a pre-assigned facilitator making sure the session keeps to time. One participant from each room will also need to nominate themselves as a scribe, capturing the discussion as much as possible through worksheets.
    - There is a separate worksheet for each breakout room. To access the worksheet for your group please select your breakout room using the buttons below. Breakout rooms are labelled by number. Zoom indicates which number breakout room you are in at the top left side of the zoom screen (for more info see the zoom instructions at the end of this document).
    - We suggest that the scribe opens the worksheet and shares their screen through zoom with the rest of the breakout room. We recommend opening the worksheet in either Chrome or Explorer.
- There will then be 40 minutes to feedback your group's discussions in the main conference session. The facilitator will ask one person in each group to feedback to the main session. In particular, we would like participants to feedback on what step change you focussed on and what actions did you identify for linking levels and flows of change, so please do keep this in mind during the activity.

Breakout room 1 | Breakout room 2 | Breakout room 3 | Breakout room 4

Breakout room 5 | Breakout room 6 | Breakout room 7 | Breakout room 8

Breakout room 9 | Breakout room 10 | Breakout room 11 | Breakout room 12

Breakout room 13 | Breakout room 14 | Breakout room 15 | Breakout room 16

Breakout room 17 | Breakout room 18 | Breakout room 19 | Breakout room 20

Instructions for the session:

You will be invited to work through the following four steps in your breakout room. The facilitator will help guide you through these steps and keep to the suggested timings.

Step 1: Identify the step change you'd like to work through *(10 minutes)*
What is the situation today? How would the system have changed in your vision for the future?

Step 2: What radical and practical actions are needed (short, medium, and long-term) – to get from the situation today to your vision for the future? *(20 minutes)*
What are the different areas in which action needs to happen? Think about the systems in which this step change is embedded, drawing on insights from the panel discussions over the past two days. Systems change takes place across different yet interconnected, nested levels of change (e.g. individual, community, ecological). Cutting across these are different flows and types of systems change (e.g. social, technical, political, financial).
What are the barriers and enablers of actions you've identified?

Step 3: How do the different levels and flows of change interact in the actions you've identified? *(10 minutes)*
What actions could be taken to link different levels and flows of change?

Step 4: Who needs to be involved to make this change happen? *(5 minutes)*
Think about who this change would affect, which actors would need to be involved, and what barriers might exist for actors to enable this change.

Some example scenarios on step changes:

- Example 1: Education for sustainability
  In this scenario, the step change could be seeing changes to the curriculum to include climate change, biodiversity, and what living sustainably might be in practice.

- Example 2: Heating homes
  The change this scenario would like to see is all homes in the UK being heated in a low-carbon way. The step change could be to provide all households with the necessary support to introduce decarbonised heat in their homes.

- Example 3: Plastic waste
  In this scenario, plastic waste would be reduced at source. The step change could be shops and retailers packaging their products in a sustainable and affordable way.

- Example 4: Efficient homes
  This scenario could see a step change in household energy and water efficiency to reduce bills and save carbon through national and regional cross-sector approaches to sustainable behaviour change for energy and water usage in the home.

- Example 5: Reduced car travel
  The change this scenario would like to see is a reduction in car travel. The step change could see public transport becoming a cheaper, easier, and more accessible option for everyone.

- Example 6: Flooding savvy
  In this scenario, people would be empowered to take preventative action on flooding. The step change could be joined up advice and support to help stop flooding and to reduce damage and speed recovery when it does happen.

- Example 7: Sustainable fashion
  This scenario would see sustainable fashion going mainstream. The step change could see mainstream retailers having business models and supply chains that they are ethical and sustainable by design.

- Example 8: Green finance
  In this scenario, financial sectors support long-term goals of social, environmental, and economic sustainability. The step change could be the majority of savings in pensions and bank accounts would be in ethical and sustainable funds.

- Example 9: Digital devices for life
  In this scenario, people would keep their devices – phones, laptops etc – for as long as possible. The step change would be designing out obsolescence and making it easier and attractive to repair, maintain and share equipment.

- Example 10: Community opportunities for all
  In this scenario, communities would be able to develop solutions for sustainable living. The step change would be all communities are funded and empowered to do so.

Zoom Joining Details

The conference will be held on Zoom. **All conference participants (including speakers) will join through the zoom link accessed through the Sustainability First website (https://www.sustainabilityfirst.org.uk/login-event). Your login details are provided below.**

The format of the conference will be a zoom meeting – this means that all participants can their camera and sound on and off and fully contribute in the sessions. We advise you access the conference on laptop for full functionality and recommend that you have Zoom downloaded.

If at any point you need to leave the zoom call, you can re-join the session at any point using the link on the website. You may be held in the waiting room for a short period of time.

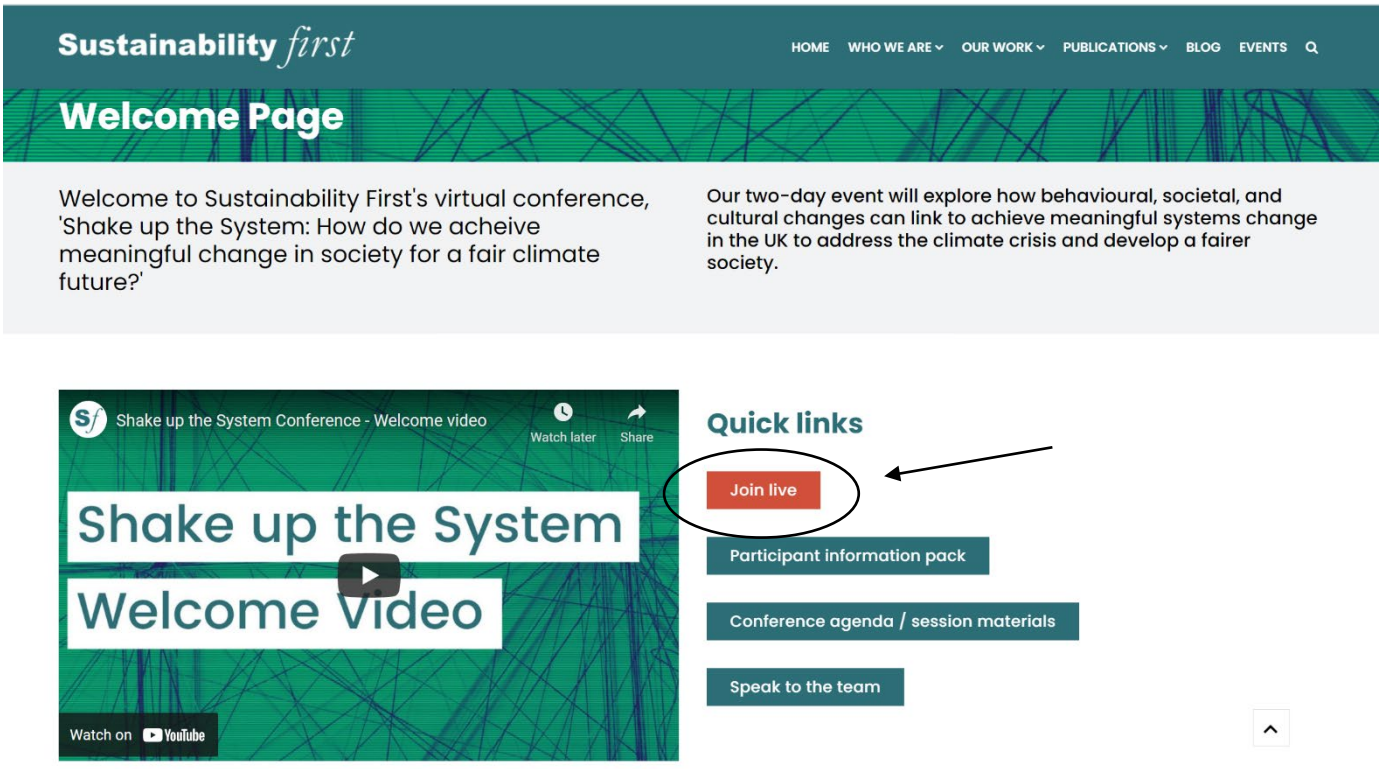
To log in, please visit https://www.sustainabilityfirst.org.uk/login-event.

Here you will need to enter the following username and password

Username: shakeup
Password: system2021##

To join the Zoom meeting, **click on the 'JOIN LIVE' button on the website welcome page** (an example of the web page is shown below)

If you are experiencing technical issues, please contact Janine Duffy
Email: janine.duffy@sustainabilityfirst.org.uk
Phone: +447510836411



Panel Sessions

The panel sessions will be held in the main zoom meeting. The panel will be spotlighted so you can see the speakers. If you would like to ask a question, please use to zoom function to 'raise your hand'. The chair will then come you to ask your question to the speakers. You will need to unmute yourself and turn on your own camera. If you would prefer, you can also ask questions using the chat box.

Breakout Rooms

The interactive sessions of the conference will involve joining breakout rooms in small groups (up to ~ 6 people). Sustainability First will assign all participants to automatically join a breakout room at the start of these sessions.

As you join your breakout room, Zoom will tell you which number breakout room you are in (e.g. breakout room 1, breakout room 2, etc.). Once you are in your breakout room, Zoom will also display this information at the top left of the screen (see below). Make a note of this number, as it will correspond to specific materials you will need to access in your breakout room for that session.

There will also be a timer at the top right of the screen (see below), counting down how much time is left in your breakout group.

If you are experiencing any difficulties in your breakout group, one person should leave the group to join the main conference session. A member of the Sustainability First team will be in the main session to answer any of your questions.

