



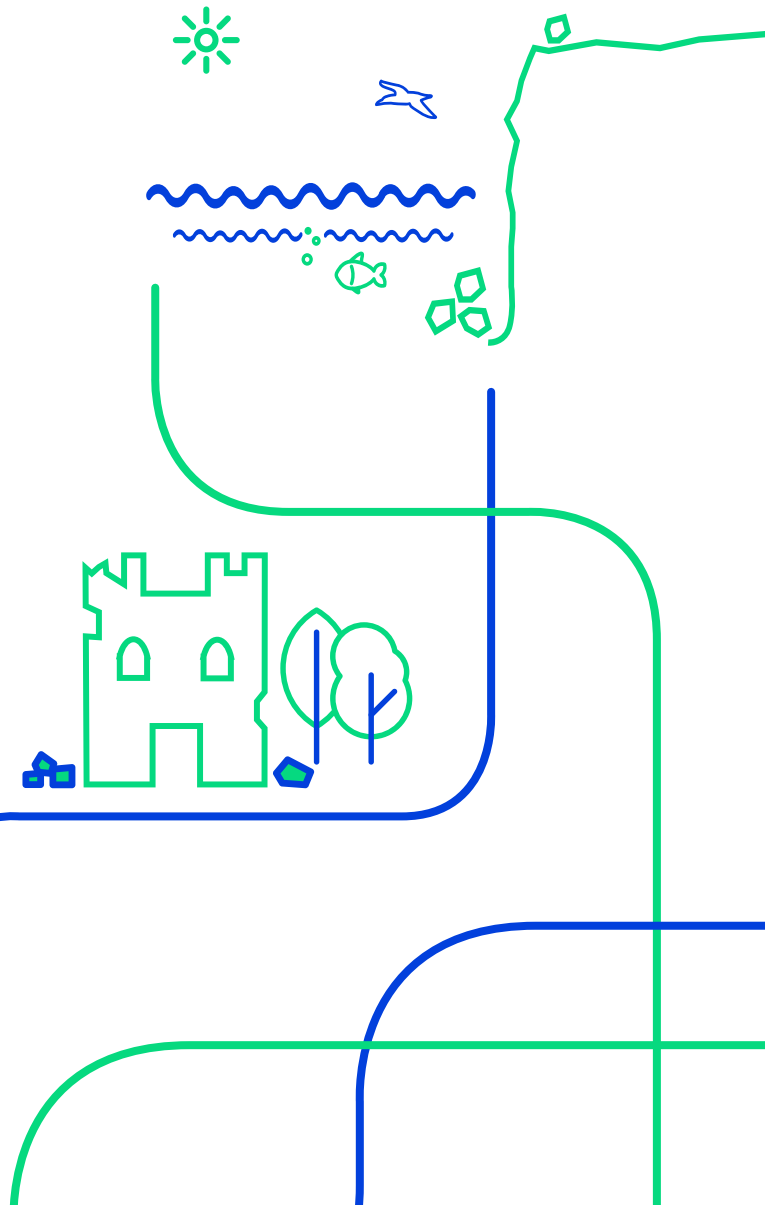
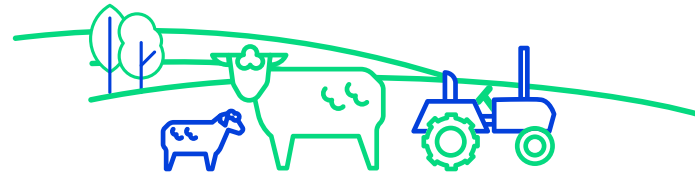
Llywodraeth Cymru  
Welsh Government

# Wales Climate Week 2024

## Climate Conversations - Organisers' Pack



Gweithredu ar  
Hinsawdd Cymru  
Climate  
Action Wales



# Content

## **1. Introduction**

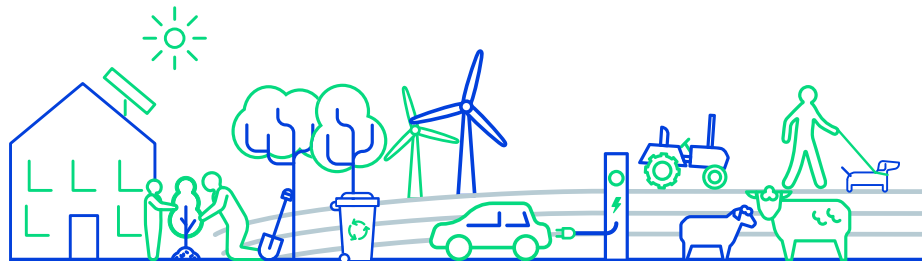
## **2. Guidance on the process for hosting a climate conversations event**

- 2.1 Next steps following approval of your application
- 2.2 Key questions to explore with your event participants
- 2.3 Background information to support open-ended questions
- 2.4 Completing & submitting your post-event report
- 2.5 How feedback from your event will be used

## **3. Hints and tips for organising your event**

- 3.1 Format, style and timings
- 3.2 Promoting your event

## **4. Background information on climate change**



# 1. Introduction

## 1. Introduction

## 2. Guidance on the process for hosting a climate conversations event

### 2.1 Next steps following approval of your application

### 2.2 Key questions to explore with your event participants

### 2.3 Background information to support open-ended questions

### 2.4 Completing & submitting your post-event report

### 2.5 How feedback from your event will be used

## 3. Hints and tips for organising your event

### 3.1 Format, style and timings

### 3.2 Promoting your event

## 4. Background information on climate change

This information pack is intended to support organisations whose applications to hold a Climate Conversations event have been successful.

- Congratulations if you are reading this pack to learn more about the next steps following approval of your application, and thank you for your support.
- If you are reading this pack to learn more about the Climate Conversations fund and you have not yet submitted an application, **please visit our website** for information on the application process.

The content within this pack aims to provide a useful guide for organisers and is not intended to impose restrictions on how you may wish to run your own event.

### About the Climate Conversations Fund

The Wales Climate Week Climate Conversations fund aims to support organisations with established links to community groups and the general public to host local events to encourage people to join in on conversations around the central theme for this year's Wales Climate Week, **"adapting to our changing climate"**.

The purpose of the Climate Conversations events will be to gather evidence to understand people's level of concern about climate change, the impact it is having on particular groups, and the actions needed to make any changes fairer to everyone within our communities. The evidence gathered through these events will be used to deepen the Welsh Government's

understanding of the risks posed to different groups, including whether our communities have the knowledge, resources and support needed to build on successful initiatives already being delivered within our communities. The events will also explore potential opportunities arising from climate change.

Your application has been approved on the basis that you have agreed to:

- Hold your event on a scheduled date between **Monday 4th November 2024 - Friday 10th January 2025**. Should you wish to change the date of your event, this will need to be agreed in advance with Freshwater on behalf of the Welsh Government.
- Attend a free webinar being organised for Climate Conversation hosts
- Cover a series of open and closed questions during your event (**see Section 2.2**).
- Capture the outcomes of the conversations held with your participants in a post-event report, which should ideally be submitted to Freshwater within 7 working days of the event, or by the final deadline of Friday **31st January 2025 (see Section 2.4)**.

Freshwater, as the appointed contractor acting on behalf of the Welsh Government, will manage all queries, administration, support and payments associated with the fund. If you have any questions, please email [walesclimateweek@freshwater.co.uk](mailto:walesclimateweek@freshwater.co.uk).

1. Introduction

2. Guidance on the process for hosting a climate conversations event

2.1 Next steps following approval of your application

2.2 Key questions to explore with your event participants

2.3 Background information to support open-ended questions

2.4 Completing & submitting your post-event report

2.5 How feedback from your event will be used

3. Hints and tips for organising your event

3.1 Format, style and timings

3.2 Promoting your event

4. Background information on climate change

## 2. Guidance on the process for hosting a Climate Conversation event

1/2

### 2.1 Next steps following approval of your application

#### Payment terms

As a successful Climate Conversations Fund applicant, Freshwater will send you clear instructions on the payment terms and process for accessing the fund. To summarise the process: an initial payment of 50% will be made in advance of the event, and 50% in arrears. You will be sent a grant agreement by Freshwater which will need to be signed, following which an invoice (inclusive of VAT) should be raised to Freshwater for the full amount of the grant. Upon receipt of the final report and confirmation from Freshwater that it meets the agreed level of detail required and you have submitted evidence against all of the questions provided, the final payment will be made. Freshwater will be able to answer any queries you may have over the payment terms and conditions.

#### Event management support

As the host organisation, you will be responsible for all promotional activity, event management, communications, and follow up with participants from your event. The handling of invitations and any personal data associated with the Climate Conversations events will be your responsibility, and personal data should not be shared with Freshwater or with the Welsh Government. Although there is no requirement for a representative from the Welsh Government or Freshwater to be present at your event, there is an opportunity to request a trained facilitator as part of your application.



# Content

## 1. Introduction

## 2. Guidance on the process for hosting a climate conversations event

### 2.1 Next steps following approval of your application

2/2

### 2.2 Key questions to explore with your event participants

### 2.3 Background information to support open-ended questions

### 2.4 Completing & submitting your post-event report

### 2.5 How feedback from your event will be used

## 3. Hints and tips for organising your event

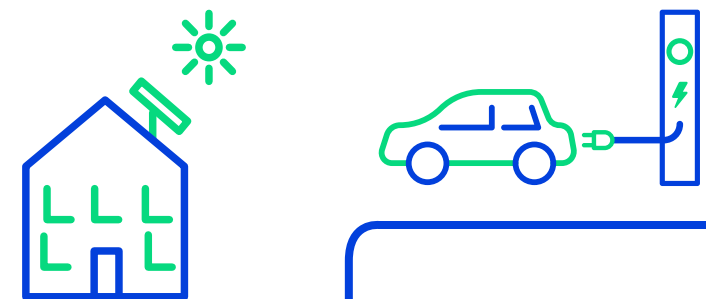
### 3.1 Format, style and timings

### 3.2 Promoting your event

## 4. Background information on climate change

Freshwater will provide the following event management support:

- Hosting a webinar for all successful fund applicants to provide you with tips on how to organise, promote and facilitate your event and answer any questions you may have. Previous hosts from the 2023 events will be invited to join as an opportunity to reflect on their own experiences. Freshwater will be in contact with you soon to confirm the date/time of this virtual meeting and how to join.
- Promotion of the overall Climate Conversations events programme, including a free listing about your event on the Wales Climate Week website and a link from **Climate Action Wales** ('get involved'). To make sure that your event is included, simply email [walesclimateweek@freshwater.co.uk](mailto:walesclimateweek@freshwater.co.uk) with all the details, including information on how people can register or attend if attendance is unrestricted. If you are organising a closed event, then your listing will be marked as invitation-only, but will still be included on the website to acknowledge your involvement in the programme.
- If you would like Freshwater to source a trained facilitator to help deliver your event, then you will be able to discuss this further with them. Depending on cost and availability on the selected date,
- your request may be accommodated. If you are facilitating your own event, the webinar being organised by Freshwater will include tips and advice on how to approach the facilitation of your event, capture outcomes and report on the discussions held.
- Tips on how to organise a successful event (**see section 3**) and further guidance as required.



# Content

1. Introduction

2. Guidance on the process for hosting a climate conversations event

2.1 Next steps following approval of your application

2.2 Key questions to explore with your event participants

1/3

2.3 Background information to support open-ended questions

2.4 Completing & submitting your post-event report

2.5 How feedback from your event will be used

3. Hints and tips for organising your event

3.1 Format, style and timings

3.2 Promoting your event

4. Background information on climate change

## 2.2 IMPORTANT: Key questions to explore with your event participants

In submitting your application, you have agreed to include and compile a feedback report on a set of key questions supplied by the Welsh Government. These questions are included below.

### PRE-DISCUSSION QUESTIONS: Participants' knowledge & perspectives (closed questions)

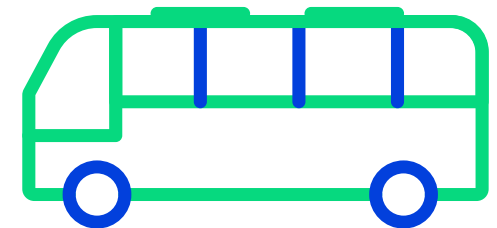
For this section which covers closed questions, it is important that you pose these at the beginning of your event to your participants to help understand their knowledge and opinions on climate change before discussions are held. It is suggested that you circulate a short questionnaire on arrival for delegates to complete, prior to the open discussion taking place. If the format of your event means that this approach cannot be accommodated, please consider other options for capturing answers to these questions from delegates prior to any group activity (eg creating an online survey to share with your participants in advance using a platform such as survey monkey <https://uk.surveymonkey.com/>)

### How worried are you personally about climate change? (please tick one box only)

- Very worried
- Fairly worried
- Not very worried
- Not at all worried
- Not sure/don't know
- Prefer not to say

### How much do you know about the impact of climate change? (please tick one box only)

- I know nothing
- I know a little
- I know a fair amount
- I know a lot
- Not sure/don't know
- Prefer not to say



# Content

1. Introduction

2. Guidance on the process for hosting a climate conversations event

2.1 Next steps following approval of your application

2.2 Key questions to explore with your event participants

2/3

2.3 Background information to support open-ended questions

2.4 Completing & submitting your post-event report

2.5 How feedback from your event will be used

3. Hints and tips for organising your event

3.1 Format, style and timings

3.2 Promoting your event

4. Background information on climate change

## When, if at all, do you think people in your local council area will start feeling the effects of climate change listed below?

We are interested in your own views on the likelihood that these things that might or might not happen in Wales as a result of climate change, and if so, when. Even if you are not sure, we are interested in your opinion. (Please tick one box only in answer to each of the questions below).

	We are already feeling the effects	In the next 10 years	In the next 25 years	In the next 50 years	In the next 100 years	Never
Extreme heat waves	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Drought/restrictions to water supply	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Severe storms and flooding	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Disruption to food supply	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



# Content

1. Introduction

2. Guidance on the process for hosting a climate conversations event

2.1 Next steps following approval of your application

2.2 Key questions to explore with your event participants

2.3 Background information to support open-ended questions

2.4 Completing & submitting your post-event report

2.5 How feedback from your event will be used

3. Hints and tips for organising your event

3.1 Format, style and timings

3.2 Promoting your event

4. Background information on climate change

3/3

## QUESTIONS TO COVER IN THE DISCUSSION (Open-ended questions)

Please explore all the following questions with participants during your event through an open discussion. Although you will be required to summarise feedback on these particular questions in your final report, it is at your discretion whether you choose to cover other discussion topics and encompass additional activities as part of your event. We have provided supporting background information in **section 2.3** below which we hope will be useful to you / the facilitator in exploring these questions further with your event participants.

### Individual, household and community action

How prepared do you think you, your household and your community are for the impacts of extreme weather events (e.g. flooding, heatwaves, drought, wildfires, disruption to public services such as power cuts, transport, water supplies, telecoms/ICT connectivity and food supplies)?

- What particular risks (if any) do you think these extreme weather events will pose to your health and wellbeing, and what actions do you think you can take to protect yourself?
- What actions do you think you can take to protect your home?
- What actions do you think can be taken within your broader community?

### Fairness & social justice

How are different groups or communities affected by climate change?

- If you think some groups or communities are affected more than others, how are they affected?
- What can be done to reduce the impact of climate change on different groups or communities?
- Could some groups or communities benefit from climate change?
- What can be done to help groups or communities to make the most of any opportunities arising from climate change?

### Community action

What are the risks and opportunities that climate change presents to your own community?

- Do you think your community has what it needs to adapt to the changing climate (think about knowledge, resources and support)?
- What do you think is needed to support action to adapt to climate change within your community?
- Do you think your community has what it needs to make the most of any opportunities presented by climate change (think about knowledge, resources and support)?
- What do you think is needed to support action to make the most of any opportunities presented by climate change within your community?



- 1. Introduction
- 2. Guidance on the process for hosting a climate conversations event
  - 2.1 Next steps following approval of your application
  - 2.2 Key questions to explore with your event participants
  - 2.3 Background information to support open-ended questions**
  - 2.4 Completing & submitting your post-event report
  - 2.5 How feedback from your event will be used
- 3. Hints and tips for organising your event
  - 3.1 Format, style and timings
  - 3.2 Promoting your event
- 4. Background information on climate change

1/5

## 2.3 Background information to support open-ended questions

### Individual, household and community action

There are many things we can do to help tackle climate change and minimise the risk to ourselves, our homes and communities from the impacts of climate change. Here are some examples of different actions linked to tackling and/or adapting to climate change:

#### Heatwaves & wildfires

- Protect yourself and others from the effects of too much heat and sun. See [Public Health Wales](#) for more information on how to stay out of the heat, cool down, and keep your environment at a comfortable temperature, and how to help the more vulnerable such as people with underlying health conditions.
- Keep animals safe in hot weather. (See [RSPCA tips for keeping animals safe and comfortable during a heatwave](#))
- Lower rainfall and drought, hotter temperatures and wind all make the perfect recipe for a wildfire. Climate change is leading to more frequent, widespread and intense wildfires in the UK. Layers of dead bracken on Welsh hillsides also act as fuel for wildfires. Read tips on how we can help to prevent wildfires, and what to do during and after a wildfire on the [British Red Cross website](#). [Get tips to prevent forest fires](#).

### Homes & buildings

- Keep buildings in a good state of repair as an important first step to making them more resilient to climate change.
- During a heatwave, shut windows and keeping curtains closed during the hottest part of the day to help reduce indoor temperatures.
- Reduce the impact of heavy rain by using outdoor space for gardens with plants which are much better at absorbing excess water than hard surfaces such as concrete and installing water butts where possible.
- For properties at risk of flooding, make a plan for how to deal with a flood event. That might include flood-proof doors, tiled floors downstairs and higher electrical sockets. For more information see [Natural Resources Wales / Check your flood risk by postcode](#).
- If you are a landlord, consider the impacts of climate change on your tenants and make changes to your property if necessary.
- Keep essential supplies in the home in case of power failures.
- Consider climate change adaptation as part of any changes/ improvements to your home.
- Report ICT/telecoms issues to your service provider.



# Content

## 1. Introduction

## 2. Guidance on the process for hosting a climate conversations event

### 2.1 Next steps following approval of your application

### 2.2 Key questions to explore with your event participants

### 2.3 Background information to support open-ended questions

2/5

### 2.4 Completing & submitting your post-event report

### 2.5 How feedback from your event will be used

## 3. Hints and tips for organising your event

### 3.1 Format, style and timings

### 3.2 Promoting your event

## 4. Background information on climate change

### Water quality & supply

- Manage water more efficiently and save water when you can.
- Stop disposing of items such as wet wipes through the sewage system.
- Reduce littering.
- Water companies need to be prepared to deal with water shortages, but we can all think about our water use to make sure everyone has enough during a heatwave or drought. There are simple ways we can **save water in our homes**, such as trying a water meter and taking shorter showers.
- Saving water also saves energy, as it means less purification, pumping and processing is needed.

### Floods

- Find information on how to prepare your home for a flood and what to do during and after an event at **Natural Resources Wales**. Climate change (leading to more intense rainfall and a rise in sea levels) and human changes to the environment, e.g. from urbanisation leading to an increase in water run-off volume and rate, means the number of people and homes exposed to flood events will continue to rise. We all need to be prepared to protect ourselves, our homes and communities from flood risk.

### Nature

- Get involved in nature conservation action on the ground such as community gardens or **local nature partnerships**, and encourage areas of natural habitat within your local community, including water, grassland, scrub and trees.
- If you have your own garden, opt for grass rather than concrete or anything artificial and avoid using chemicals like pesticides that can kill butterflies, moths and pollinating insects. If you have a lawn, leave areas of long grass to increase biodiversity. **Read more here**. Find out more about **alternatives to toxic chemicals** for the garden. Use peat-free soil. Healthy soil can absorb water, protecting us against drought and floods. With our soils eroding and depleting, we can all help to **restore soil health** by enriching our gardens with home-made compost. **Find out more ways to protect soil at home**.
- Follow good practice for preventing the spread of plant pests and diseases. See **"Don't Risk It"** to learn more.
- Learn more about Welsh coasts and seas, the impact of our collective and individual actions on the oceans' health and how the oceans' health impacts our everyday lives.
- Understand more about opportunities for farmers and land owners to engage in habitat and peatland restoration and sustainable management.

# Content

- 1. Introduction
- 2. Guidance on the process for hosting a climate conversations event
  - 2.1 Next steps following approval of your application
  - 2.2 Key questions to explore with your event participants
  - 2.3 Background information to support open-ended questions
  - 2.4 Completing & submitting your post-event report
  - 2.5 How feedback from your event will be used
- 3. Hints and tips for organising your event
  - 3.1 Format, style and timings
  - 3.2 Promoting your event
- 4. Background information on climate change

3/5

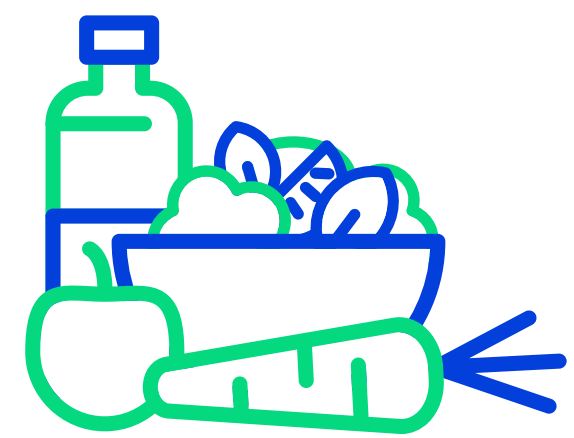
## Tree planting

- Recognise the value trees in helping us adapt to climate change as well as absorbing carbon emissions.
- Plant trees in your garden (if you have one) to provide shade and help reduce temperatures in summer heatwaves.
- Engage in community tree planting to help provide shade for people and buildings and help reduce the pressure on drainage systems by absorbing water that would otherwise run off the large areas of hard surfaces we have in our towns, cities and villages.
- Report illegal tree felling to Natural Resources Wales.
- Report plant and tree pests and diseases using Tree Alert.
- Trees offer shade, acting as 'natural air conditioners', that reduce high temperatures and pollution. Find out more about [tackling air pollution with trees](#).

## Food choices

- Maintain a **balanced diet** and practice **healthy eating**, eating the right type and amount of food.
- Minimise food waste.
- Consider food sustainability in your weekly shop and buy sustainably produced seafood where available.
- Teach children the importance of sustainable foods.

Read more about climate change and what we can all do to play our part in tackling climate change at: [www.climateaction.gov.wales](http://www.climateaction.gov.wales).



# Content

## 1. Introduction

## 2. Guidance on the process for hosting a climate conversations event

### 2.1 Next steps following approval of your application

### 2.2 Key questions to explore with your event participants

### 2.3 Background information to support open-ended questions

4/5

### 2.4 Completing & submitting your post-event report

### 2.5 How feedback from your event will be used

## 3. Hints and tips for organising your event

### 3.1 Format, style and timings

### 3.2 Promoting your event

## 4. Background information on climate change

### Fairness & social justice

The term social justice refers to a fair distribution of social, political and economic opportunities, benefits and burdens across society. In 2023 the Welsh Government consulted on a **Just Transition to Net Zero Wales** to ensure we tackle the cause of climate change by reducing our greenhouse gas emissions in a fair way.

Even as we work to reduce global greenhouse gas emissions, a significant amount of climate change is already unavoidable. It is recognised that the adverse effects of climate change could have a greater impact on certain groups or communities and that action will be needed to reduce that risk. For example:

- People with certain health conditions or occupations may be more susceptible to the impacts of high temperatures
- An elderly person who does not have access to digital communication might be less likely to have advance warning about a heatwave or storm and be ill-prepared as a result.
- The Gypsy Roma Traveller community may have particular needs to ensure their homes and culture are resilient to climate change.
- People on lower incomes might be less likely to have insurance against flood damage making it harder for them to replace household goods after a flood.
- There may also be individuals or groups impacted by multiple forms of inequality, for example an individual might be on a low income and have a disability. This could compound the issues they face and make their needs more complex.

- There will also be greater impacts on some communities due to their location (coastal areas, flood plains etc).

As well as threats from climate change, there may be some opportunities too. For example drier summers might mean that more people are willing to exercise outdoors. It is important that everyone is able to equally take advantage of any opportunities arising from our changing climate as well as having support to help them cope with any issues.

The impacts of climate change will not be felt evenly across the globe or within Wales, with the worst impacts often falling on those countries, communities and individuals least able to deal with the effects.

This is why the Welsh Government is committed to ensuring the transition to a greener future reduces or removes inequality, and towards realising a vision of improved well-being based on the guiding principle of 'leaving no-one behind'.



# Content

## 1. Introduction

## 2. Guidance on the process for hosting a climate conversations event

### 2.1 Next steps following approval of your application

### 2.2 Key questions to explore with your event participants

### 2.3 Background information to support open-ended questions

5/5

### 2.4 Completing & submitting your post-event report

### 2.5 How feedback from your event will be used

## 3. Hints and tips for organising your event

### 3.1 Format, style and timings

### 3.2 Promoting your event

## 4. Background information on climate change

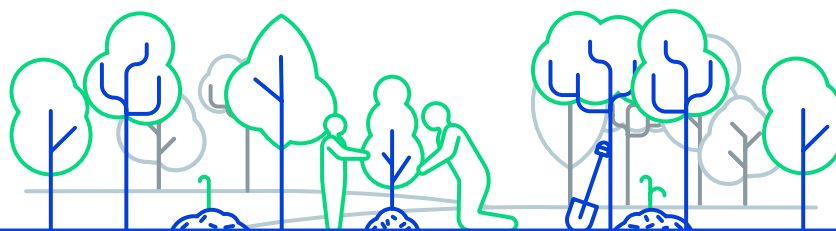
### Community action

The Welsh Government and the wider public sector in Wales has a key role in developing and implementing policies to address the impacts of climate change. However, we cannot do this alone and we recognise the importance of working in partnership with people and communities to develop initiatives and approaches that take into account the views and needs of local people and stakeholders. We understand that communities themselves are often best-placed to understand their own needs and the unique context of their specific location.

The Welsh Government is committed to working with communities to find what works best for them and to understand the resources they need to help make their communities well-adapted to the changing climate. This includes prioritising conversations with communities that are at the front line of experiencing the effects of climate change, to consider how we can best:

- Get the balance right between national-level policies and decision-making and community action.
- Encourage leadership from local authorities, using their local climate networks to understand regional issues, opportunities and potential impacts climate change, and linking with public service boards and others to provide the right support for communities to feel empowered to make their own decisions.

- Involve people and communities in two-way conversations about the policy decisions that could affect them, connecting with people, their values, and their lived experiences is at the heart of developing meaningful engagement strategies
- Ensure people are provided with the evidence they need to make informed decisions about climate-related risks and adaptation.
- Channel funding and support to the people and places that need adaptation support the most, empowering communities to identify and deliver the solutions that work for them.
- Ensure fairness, active participation and leadership of people and voices who might have so far been excluded from decision making because of race, gender, or class. If their voices, lived experiences, values, and identities are not reflected in policy solutions, these initiatives are unlikely to succeed.
- Share experience, positive climate adaptation success stories and case studies.



## 2.4 Completing & submitting your post-event report

You are asked to submit a report summarising the outcomes of your event, **ideally within 7 working days** but ultimately by the deadline of **Friday, 31st January 2025**. Your report should be in a Word or PDF document providing the following information:

1. Your organisation name.
2. When and where was the event held?
3. How many people attended your event?
4. Any outline information you can provide on the demographic breakdown of your event participants such as estimated age range, gender split, ethnic breakdown, where they live (local authority, urban or rural location), work status (learning/studying, self-employed, employed, retired etc), type of occupation etc.
5. How well do you feel the audience understood the issues and concepts being discussed?
6. How comfortable did the audience feel in sharing their views and opinions?
7. Pre-discussion questions – An analysis of the completed questionnaire including a breakdown of the number of participants who completed it, confirmation that it was completed at the beginning of the event before the open discussions took place, and a breakdown of the responses provided against each of the questions.
8. The discussion – Your analysis of the main open-ended questions and supporting questions under each, including what would you say were the main themes and conclusions that came out of the discussion? (add all that you feel are relevant).

9. Whether there were any specific messages that participants want to share with Welsh Government in relation to the discussions held?
10. Please add any additional feedback, thoughts or suggestions that may be beneficial for anyone interested in holding similar sessions or discussions in the future.
11. Please confirm any cost or fee, including any travel expenses, for facilitating the discussion and completing the report.

Please note that lengthy, complex reports are not required as long as the key information requested above is captured and included.

You will be the data owner and data processor for your event and should not include in your final report any personal information that can be directly connected to individuals who attended your event. As the organiser, you will be responsible for holding and processing all personal data on attendees from your event and this should not be shared with the Welsh Government or Freshwater as the organiser of the overall event programme.

# Content

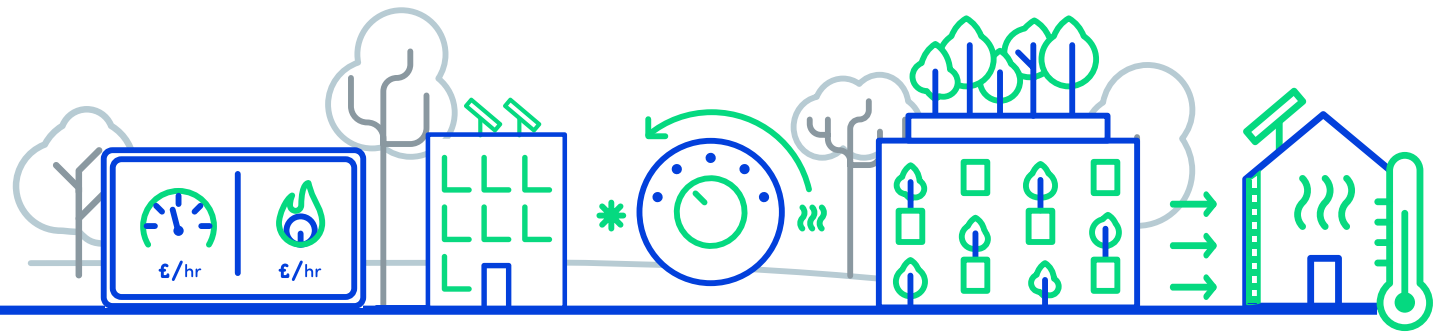
- 1. Introduction
- 2. Guidance on the process for hosting a climate conversations event
  - 2.1 Next steps following approval of your application
  - 2.2 Key questions to explore with your event participants
  - 2.3 Background information to support open-ended questions
  - 2.4 Completing & submitting your post-event report
  - 2.5 How feedback from your event will be used
- 3. Hints and tips for organising your event
  - 3.1 Format, style and timings
  - 3.2 Promoting your event
- 4. Background information on climate change

## 2.5 How feedback from your event will be used

The Welsh Government is committed to building a deeper understanding of the characteristics of different groups and communities that might be more affected by the impacts of climate change.

The **Climate Conversations events** to be held as part of Wales Climate Week 2024 are one of a number of methods used by the Welsh Government to gather evidence and listen to the views and opinions of a diverse range of communities, groups and individuals. The evidence gathered through these events will be used to help inform Welsh Government policies and programmes, including where to prioritise support where it is needed most. The evidence will also be used to inform the Welsh Government's future climate engagement and communications activity.

The Welsh Government will collate feedback from all the Climate Conversations events and will incorporate the findings into a broader report summarising the outcomes. A summary of the feedback from the Climate Conversation events will be circulated to all event organisers, which you will be invited to share with participants involved in your event.



1. Introduction

2. Guidance on the process for hosting a climate conversations event

2.1 Next steps following approval of your application

2.2 Key questions to explore with your event participants

2.3 Background information to support open-ended questions

2.4 Completing & submitting your post-event report

2.5 How feedback from your event will be used

3. Hints and tips for organising your event

3.1 Format, style and timings

3.2 Promoting your event

4. Background information on climate change

## 3. Hints and tips for organising your event

### 3.1 Format, style and timings

Your event application has been approved because it supports the goals and objectives of Wales Climate Week 2024 and the Climate Conversations fund. The style and format you choose for your event is up to you but it should be organised in a way that engages your audience and encourages them to share their thoughts and opinions. The atmosphere should be inclusive and welcoming, with everyone offered the opportunity to have their say.

Wales Climate Week promotes the sharing of opinions, generation of ideas and discussion on the advantages and disadvantages of different solutions for tackling and adapting to climate change. For this to happen, it is important to share information and knowledge about the latest climate science and the different ways human behaviour is having an impact on our climate and natural environment.

The information contained within this Pack should be used by organisers to engage with participants and encourage discussions. The format for these discussions is flexible and might be held through workshops, in small groups or in a larger theatre-style layout. Organisers are invited to record their events (video or audio) but only with permission from everyone in attendance.

In organising your event, please think about the carbon footprint. Where possible, physical events should be held close to public transport links (e.g. railway stations

and/or bus routes) and you should consider the option of inviting some attendees to join virtually if they wish to reduce the need to travel. Any display materials should be created using recycled or recyclable materials and catering should use locally sourced produce, with no single-use plastics.

There are no set timings for how long your event should last but organisers are encouraged to hold events at a time that is likely to be most convenient for their audiences. Organisers should hold events on a scheduled date between **Monday 4th November 2024 - Friday 10th January 2025**. Should you wish to change the date of your event, this will need to be agreed in advance with Freshwater on behalf of the Welsh Government.

Once you have chosen a suitable venue, date and considered your audience, you will need to start promoting your event. Some organisers will want to know how many people will be present, so will opt for invitation-only events, while others may favour an open public event where people can drop in at various times during the day. As the organiser, you will be responsible for deciding whether people should register to attend the event, how guest lists are created and kept and how participants are managed on the day.



# Content

## 1. Introduction

## 2. Guidance on the process for hosting a climate conversations event

### 2.1 Next steps following approval of your application

### 2.2 Key questions to explore with your event participants

### 2.3 Background information to support open-ended questions

### 2.4 Completing & submitting your post-event report

### 2.5 How feedback from your event will be used

## 3. Hints and tips for organising your event

### 3.1 Format, style and timings

### 3.2 Promoting your event

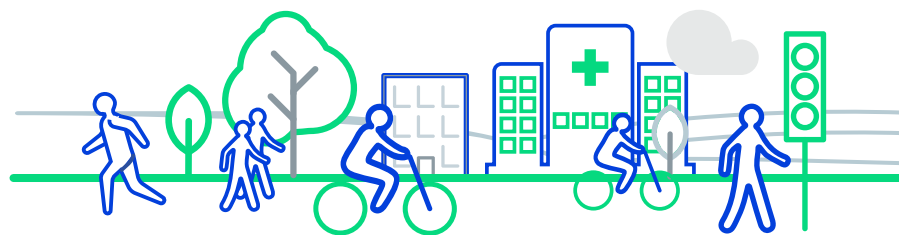
## 4. Background information on climate change

## 3.2 Promoting your event

There are many ways in which you may wish to promote your event but here are some tips to get you started:

- Give your event a catchy name that describes what is going to be taking place – put an emphasis on people being able to have their say on future climate change priorities and policies and what they think is fair
- Post about your event on social media (this is the cheapest and most environmentally friendly way to promote your event, so make it a priority).
- Posts with images or video content tend to be shared more, so be creative.
- Create an 'Event' on Facebook and set up an Eventbrite page – you can set up a page and get going promoting it for free.

- Create simple posters or flyers (using recycled paper) to display around the local community.
- Write a simple press release or a description of your event and send it to your local newspaper/radio station.
- Contact prominent local businesses (e.g. major employers) and organisations and encourage them to promote the event through their networks.
- Download the '**Promotional Toolkit**' from the Wales Climate Week website. Here you can access a range of promotional materials from official logos and promotional graphics to suggested wording to promote your event as part of the Wales Climate Week programme.



1. Introduction

2. Guidance on the process for hosting a climate conversations event

2.1 Next steps following approval of your application

2.2 Key questions to explore with your event participants

2.3 Background information to support open-ended questions

2.4 Completing & submitting your post-event report

2.5 How feedback from your event will be used

3. Hints and tips for organising your event

3.1 Format, style and timings

3.2 Promoting your event

4. Background information on climate change

1/2

## 4. Background information on climate change and the topic of climate adaptation

### Why are temperatures rising?

- Climate is the average weather in a place over many years. Climate change is a shift in those average conditions.
- Some changes in the climate are natural and happen over very long periods of time. However, human activity and associated greenhouse gas emissions are causing levels of global warming that would not be seen naturally.
- World temperatures are rising and climate change now threatens every aspect of human life. The rapid climate change we are now seeing is caused by humans using oil, gas and coal for their homes, factories and transport.
- When these fossil fuels burn, they release greenhouse gases - mostly carbon dioxide (CO<sub>2</sub>). These gases trap the sun's heat and cause the planet's temperature to rise.
- The world is already about 1.2C warmer than it was in the 19th Century - and the amount of CO<sub>2</sub> in the atmosphere has risen by 50%. Temperature rises must be limited to 1.5C if we want to avoid the worst consequences of climate change.

### Impacts of Climate Change

- Record-breaking temperatures are causing impacts on health, productivity and infrastructure. There is an increasing risk of wildfires impacting forests, properties and wildlife. Droughts are threatening our water supplies, wildlife and the viability of agriculture to produce the food we eat.
- Increasing risks of severe storms can impact on property, power supplies, transport networks and public services.
- Floods are damaging homes, livelihoods and habitats. Sea levels are rising around 400 million people across the world could be living in areas in constant danger of flooding.
- Scientists now agree that humans are responsible for these changes. Although climate change is a global issue, it is also a threat to Wales, with the rapidly changing weather patterns already having an impact on our homes, communities and environment.
- As well as climate change, human activities are impacting upon the natural world, leading to the extinction of animal and plant species at an alarming rate. According to the United Nations, in the next 20 years, one million of the eight million species on the planet will be extinct.

# Content

## 1. Introduction

## 2. Guidance on the process for hosting a climate conversations event

### 2.1 Next steps following approval of your application

### 2.2 Key questions to explore with your event participants

### 2.3 Background information to support open-ended questions

### 2.4 Completing & submitting your post-event report

### 2.5 How feedback from your event will be used

## 3. Hints and tips for organising your event

### 3.1 Format, style and timings

### 3.2 Promoting your event

## 4. Background information on climate change

2/2

- Climate change is driving nature's decline further, and the loss of wildlife and wild places leaves us ill-equipped to reduce carbon emissions and adapt to change. One cannot be solved without the other.
- When healthy, our natural habitats can reduce the risk of flooding, help prevent coastal erosion, improve people's health and wellbeing, as well as maintain healthy soils, clean water and the pollinators needed for our crops – and therefore sustain us.
- Government, industry and business need to act on climate change but we need to make sure that actions are taken in a fair way.
- The Climate Change Committee (which is a UK wide group of independent experts with a statutory role in advising the four governments across the UK on climate change) states that over 60% of the changes needed to tackle climate change will require some element of behaviour change from the public.

### What is Climate Adaptation?

- Climate change 'adaptation' is a term used to describe actions taken to address climate risks and prepare ourselves for the changes ahead, whereas climate change 'mitigation' refers to actions taken to limit further global warming through reductions in greenhouse gas emissions. Both are essential elements of a comprehensive response to tackling the climate and nature emergencies.

### Why is public involvement important?

- There is a need for greater public awareness and action to adapt to the unavoidable impacts of climate change that we are already seeing. Urgent action is also needed across all areas of society to reduce our emissions of greenhouse gases and minimise further levels of climate change.
- Many people are not fully aware of the risks associated with climate change to their health, wellbeing and productivity from increased exposure to heat.
- People also need to be aware of opportunities to protect their homes and communities from the impacts of climate change, including extreme heat, drought, storms and flooding.

