



BROA

ASSESSING BIODIVERSITY RISKS AND
OPPORTUNITIES IN AGRICULTURAL LANDSCAPES

GETTING STARTED

Below we have listed some simple steps and important information in order to get your organisation started on the road to implementing BROA. You can also seek further guidance directly from the BROA team at info@businessandbiodiversity.org.

1. READ THE BROA HANDBOOK

The BROA Handbook is a comprehensive guide to using BROA. It sets out the purpose and scope of BROA, and details the BROA process and outputs through a flowchart and a set of tables. It also features step-by-step instructions for each distinct phase of BROA, and includes a set of guidance documents about specific BROA tasks and activities.

Reading through this document will enable you to get an understanding of the resources your organisations will need in order to implement BROA successfully.



2. RECRUIT A CONSERVATION PARTNER

Collaboration with a Conservation Partner is an essential part of BROA, and recruiting one is one of the first steps you will take when starting BROA.

At the heart of BROA is the principle of stakeholder engagement and reaching out to communities, individuals, organisations, and businesses present in a landscape.

Teaming up with your Conservation Partner will immediately widen the networks you are able to communicate with and encourage the collaboration required from other stakeholders to implement BROA on a landscape level. Moreover, your Conservation Partner will bring specialist skills and knowledge to the table necessary for successful BROA implementation.

Guidance on how to select a suitable Conservation Partner and a proposed Terms of Reference is included in the BROA Handbook.

4. BESPOKE BROA TRAINING

Training courses have been developed and used with other companies implementing BROA, and their conservation partners. These workshops included:

- (i) Preparatory work for the participants on the importance of biodiversity and ecosystem services to business and agriculture, and exercises to encourage them to ground these concepts in landscapes they were familiar with;
- (ii) Step-by-step training sessions on the use of BROA;
- (iii) Training in field-based survey techniques detailed in the guidance documents within the BROA Handbook;
- (iv) Desk-based and practical field exercises to practice implementing BROA;
- (v) Facilitated sessions to help the practitioners plan for BROA in their own countries and operating regions.

A typical workshop timetable could look like the example given below, where days 1 and 5 are half days, making the workshop four days long in total.

SUGGESTED FORMAT FOR BROA TRAINING

PREPARATORY WORK

Any workshop you run, or contract someone to design and run, will require an appropriate level of preparation. Some preparatory work is generic to most types of workshop, such as making a budget, finding a suitable venue, and securing the necessary equipment.

However, when delivering a BROA workshop there are some more specific details you will need to consider:

Location – Central to any BROA workshop should be a fieldwork component that allows participants to practice skills they will need to gather information when using BROA for real. It is therefore important that you run the workshop in a location that allows you easy access to rural areas that you can use to practice BROA techniques. These may be the actual areas where BROA will be employed, but there are some additional factors you also should consider.

Because BROA takes a landscape approach, which could encompass features such as farms, forests, protected areas, watercourses, infrastructure and urban areas etc., you should hold your workshop in a location that allows you access to as wide a variety of landscape features as possible to allow participants to get to grips with BROA in a range of contexts. You will also need to make arrangements in advance with farmers, landowners and land managers whose properties you may wish to visit or with whom you may wish to speak during the workshop field activities. You could take guidance from the Mandatory Risk Filter section of the BROA tool as to what kinds of risk topics you may want to look at in the landscape during the workshop.

Resources – Because BROA is a specialist tool it requires some specialist resources. Moreover, it requires some resources specific to the location you hold the workshop in. Phase 1 of BROA requires the collation and analysis of a wide variety of pertinent information (geography, ecology, biology, infrastructure, historical development, agricultural practices etc.) about the area to be assessed, in a range of formats (documents, maps, photos), from a number of different sources (your company, government departments or agencies, NGO reports, media sources). You should therefore ensure that you have a sufficient range of this kind of material available for the workshop.

DAY 1 – SETTING THE SCENE (HALF DAY)

Objectives:

1. Welcome, set expectations, the agenda and the style of working for the week
2. Encourage openness to new insights and learning
3. Discuss biodiversity and ecosystem services and appreciate the value of BROA for individuals, their businesses, communities and agricultural landscapes

SESSION	APPROXIMATE TIMINGS	IDEAS FOR ACTIVITIES
1 Welcome and Logistics	30 minutes	<ul style="list-style-type: none">■ Formal welcome■ Orientation■ H&S briefing and logistics for this location■ Set objectives and agenda for today
2 Programme Introductions	1.5 hours	<ul style="list-style-type: none">■ Introduce participants and delivery team■ Give an overview of the programme■ Share expectations / learning goals■ Establish & agree ground rules/group contract
3 Biodiversity and Ecosystem Services	1.5 hours	<ul style="list-style-type: none">■ Facilitate discussion on the importance of biodiversity and ecosystem services with reference to podcast 1■ With reference to podcast 2, discuss your understanding of the value of BROA for individuals, businesses, communities and agricultural landscapes■ Close

DAY 2 – USING THE BROA TOOL

Objectives:

1. Learn how to use BROA, phases 1-3, with consistency, rigour and logic
2. Explore the value of collaborative, multi-stakeholder approaches, and learning from a range of people and perspectives
3. Explore different methods for gathering information from a range of stakeholders
4. Be inspired to make full use of BROA for positive change
5. Prepare for the field

SESSION	APPROXIMATE TIMINGS	IDEAS FOR ACTIVITIES
1 Introduction	10 minutes	<ul style="list-style-type: none"> Welcome and check in, recap on learning from yesterday, set agenda for today
2 BROA overview	20 minutes	<ul style="list-style-type: none"> BROA overview information delivered by facilitator Activity for participants to self-assess confidence in identifying biodiversity risks <i>[to be designed by facilitator]</i>
3 Phase 1: Planning and Information Gathering	30 minutes	<ul style="list-style-type: none"> Phase 1 overview information delivered by facilitator Activity where participants are asked to think about the types and sources of information that would support Phase 1 <i>[to be designed by facilitator]</i> Encourage participants to explore a table of pre-prepared resources
4 Phase 2: Mandatory Risk Filter	1 hour	<ul style="list-style-type: none"> Phase 2 overview information delivery by facilitator Mandatory Risk Filter information delivery by facilitator Activity where participants break into groups and discuss their understanding of terms in the Mandatory Risk Filter <i>[to be designed by facilitator]</i>
5 Phase 2: Mandatory Risk Filter (continued)	2 hours	<ul style="list-style-type: none"> Facilitated discussion: the value of stakeholder engagement Role-play activity for participants to practice eliciting information from stakeholders with diverse perspectives <i>[to be designed by facilitator]</i> Activity where participants fill in the Mandatory Risk Filter based on information from stakeholders <i>[to be designed by facilitator]</i>
6 Phase 2: Risk & Opportunity Working Tables	1 hour 30 minutes	<ul style="list-style-type: none"> Risk Working Table overview information delivery by facilitator Activity where participants interpret information and enter risks into the Risk Working Table <i>[to be designed by facilitator]</i> Opportunity Working Table overview information delivery by facilitator
7 Phase 3: Action Planning	1 hour	<ul style="list-style-type: none"> Action & Monitoring Plan information delivery by facilitator Presentation about an Action & Monitoring Plan coming out of a BROA, and/or activity to create Action & Monitoring Plan
8 Preparation for the field (field techniques and logistics)	2 hours	<ul style="list-style-type: none"> Allocate field teams, roles and responsibilities Facilitated session: field research methods Prepare the team field logistics Opportunity for Q&A Close

DAY 3 – FIELD SURVEYS AND GATHERING DATA

Objectives:

1. Practice gathering data for BROA in the field
2. Explore different ways of gathering data, using the skills and techniques developed on Day 2
3. Look at landscapes through an ecological lens, and recognise how your perspectives on the landscape may be changing

SESSION	APPROXIMATE TIMINGS	IDEAS FOR ACTIVITIES
1 Rendezvous, set up the activity and deploy	30 minutes	<ul style="list-style-type: none">■ Meet the teams, ensure roles and responsibilities are clear and set the agenda for the day
2 Site visit 1	3 hours	<ul style="list-style-type: none">■ Participants undertake their first site visit
3 Lunch, reflection and re-deploying the teams	1 hour	<ul style="list-style-type: none">■ Encourage participants to share personal reflections on their key learnings and on how their perspective on the landscape may be changing■ Facilitator recaps on instructions and re-deploys the team to site 2
4 Site visit 2	3 hours	<ul style="list-style-type: none">■ Participants undertake site visit 2
5 Reconvene, recap and close	30 minutes	<ul style="list-style-type: none">■ Final check in with participants and sharing of key learnings

DAY 4 – USING BROA TO PRIORITISE AND GENERATE ACTION & MONITORING

PLANS

Objectives:

1. Practice using BROA tool, phases 2-3, using data gathered from Day 3 fieldwork

SESSION	APPROXIMATE TIMINGS	IDEAS FOR ACTIVITIES
1 Introduction	30 minutes	<ul style="list-style-type: none"> ■ Answer any questions outstanding from yesterday, reflect on key learnings and set up today's activity
2 Completion of Risk and Opportunity Working Tables	3 hours	<ul style="list-style-type: none"> ■ Participants complete the Risk and Opportunity Working Tables using data gathered from Day 3 field work (up to 'scoring of magnitude' and 'likelihood')
3 Lunch and group reflection	1 hour	<ul style="list-style-type: none"> ■ Bring the groups back together for a brief summary on how they are progressing, what's working well, what's challenging and what they are learning
4 Completion of AMP	3 hours	<ul style="list-style-type: none"> ■ Participants complete the Action & Monitoring Plans for prioritised risk and opportunities
5 Feedback and close	1 hour 30 minutes	<ul style="list-style-type: none"> ■ Teams present back to the group on their BROA, including the completed tool and a commentary on the process they used and what they learnt ■ Q&A

DAY 5 – WAY FORWARD (HALF DAY)

Objectives:

1. Confirm your support network and contacts, including understanding how and where to get help when needed
2. Review the programme and close, leaving participants feeling ready to take BROA back into their workplace and share with others

SESSION	APPROXIMATE TIMINGS	IDEAS FOR ACTIVITIES
1 Introduction and Q&A	1 hour	<ul style="list-style-type: none">■ Revisit any outstanding issues from yesterday
2 Next steps	1 hour 30 minutes	<ul style="list-style-type: none">■ Discussions around key topics:<ul style="list-style-type: none">▶ When will we do BROA?▶ Identifying potential Conservation Partners▶ Communication and support between different teams
3 Review the programme and close	1 hour	<ul style="list-style-type: none">■ Review the programme and objectives■ Discuss their confidence for the challenge ahead■ Thank and close■ Evaluations

There are many different ways of learning, and therefore many different ways of achieving the objectives set out above. The *ideas for activities* are simply suggestions based on previous workshops carried out by the BROA team. Factors such as the level of relevant expertise already available to you, the culture of your country and of your company, what has worked well for you in the past in terms of workshops, and time and financial constraints will all play a part in guiding what kind of workshop will work best for you.

If you have any further queries about the BROA Support material or need further guidance on getting started or on BROA training please contact us at info@businessandbiodiversity.org.