

The future of the
**McLaren Vale and Districts
War Memorial Hospital site**



Conversation Host Kit



Thanks for being willing to host a conversation with people in your community about the future of the McLaren Vale and Districts War Memorial Hospital site. This kit will help you set-up and run a successful conversation with your friends, family or community group.

What is this all about?

Kalyra is commencing an engagement process with the community to understand how it envisions the future of the McLaren Vale and Districts War Memorial Hospital site. This community-wide process aims to hear from as many voices as possible to help inform the future use of the site.

Central to the process is enabling the community to have conversations with each other through a 'community conversations technique'.

This host kit has been created to support people to host a conversation with their family, friends or community group about the future of the McLaren Vale and Districts War Memorial Hospital site.

Key conversation points

We want people to talk about:

- What aspects of the site they value and don't want to lose;
- What they think the community and the site might need to be in 2, 10 and 30 years' time;
- Their views on what the focus of the site should be in the future.

What is a community conversation?

Community conversations form a part of the broader engagement process on the site. They are made up of a small group of people who get together to talk.

You can host a community conversation with a group you are already meeting. Or you can convene a group specifically for this conversation.

Community Conversations are not about people trying to convince others of a position - rather they are a chance to capture informed and considered ideas, views and opinions to assist us in imagining the future for this important site.

What can we talk about?

This is an opportunity for your group to raise anything you want to about the future of the site. We have prepared a series of questions for you to work through with your group, which you will find in this kit.

Head to this website to upload your conversation

<https://www.surveymonkey.com/r/KalyraHost>

Getting ready

Who should I invite?

We want as many people as possible from the community, from all walks of life, to contribute to this process! We encourage you to invite 6-10 people who might be different ages or hold different views. Alternatively, you could ask groups that you are already a part of to have a conversation.

Your group might be people that live in the same place (e.g. a street, building, suburb or town) or share a common interest (e.g. an industry, church, hobby or sport). You might be friends, family, colleagues, school mates, or teammates or you might be strangers brought together to share the conversation.

Preparing yourself

To prepare for the conversation, we recommend you read the Discussion Guide & this Host Kit in detail. This will help you to support your group through the very simple process.

Preparing your group

We recommend that you send your group the Discussion Guide to read prior to the conversation. By reading this, your participants will be better prepared to contribute to the conversation.

Organise a time & place

Make sure you have a date and time booked for the conversation.

The location you choose for your conversation is also important to consider. Try and find a place where people are comfortable (e.g. a home, meeting room or a community centre). If you can, organise some drinks and snacks or ask people to bring a plate.

If your group is spread across your region, we recommend having your conversation online. There are many online platforms you can use - Zoom is free and easy to use.

Reminders & setup

Send a reminder to your participants with the time and place that you are meeting. A text message is simple if you have their mobile phone number. There are many online platforms you can use - Zoom is free and easy to use.

Record & upload your notes

After your conversation, please visit <https://www.surveymonkey.com/r/KalyraHost> and enter your conversation notes. If you would like assistance with this, please contact Emily at DemocracyCo: emily@democracyco.com.au.

On the day

Setup

Before your group arrives, set up the space to be welcoming and comfortable.

Starting the conversation

Begin the conversation by introducing the Discussion Guide & perhaps your interest in the process. Take a few moments to ensure that everyone understands and is comfortable with the task.

Work through the questions

Work through the questions, recording your group's responses as you go either directly in the online survey or on paper for entering online later. Please review your answers before you press submit. Make sure you capture the details as this is important.

There are three main questions to consider. As host we encourage you to tackle them as you wish - go where the energy is with your group. If you don't get to some, don't worry - just make sure your responses are as detailed as they can be in the response form.

Tips for having a great conversation



Location & comfort

Choose an appropriate time that works for you and your group, and a comfortable location where there will be minimal disruptions – it could be at home, work, in a community space, or even online.

Help people feel welcome

Consider using nametags or starting with introductions if people don't know each other.

Breaking the ice early is helpful – get everyone to say something early to get them warmed up for the conversation. This might be introductions, or it might be a short round the table on why they wanted to come along. It could also be answering the first question.

Keep great notes

Take notes or ask someone to take notes for you on the things that come up in conversation in response to the questions to ensure you can reflect this accurately.



Conversation Structure

Head to this website to upload your conversation <https://www.surveymonkey.com/r/KalyraHost>

Host note:

You might like to start with a quick summary of what this process is all about. Your participants may not have read everything you sent, and this will inform or remind them of why you are having a conversation. Some helpful dot points are listed below for this introduction.

- Kalyra is commencing an engagement process with the community to understand how it envisages the future of the McLaren Vale and Districts War Memorial Hospital site. This community-wide process aims to hear from as many voices as possible to help inform the future use of the site.
- Leading the process is the McLaren Vale and Districts War Memorial Hospital Community Advisory Group – a group of diverse community members who are volunteering their time to support a genuine community engagement process.
- What is being discussed?

- The engagement process is wanting to explore three core topics:
 - What aspects of the site does the community value and not want to lose?
 - What might be needed on the site – in 2 years, 10 years and 30 years?
 - What do we want to see improved or changed on the site?

Host note:

This first question is intended to get people started on talking about their ideas, and we suggest that you use the 'brainstorming method'. That is, invite each person to contribute. Responses to this question won't be entered into the survey so only spend a few minutes on this question.

Acknowledgement:

We acknowledge the Traditional Owners of the Land on which we are meeting today. We acknowledge the (people) of the (nation) and pay our respects to Elders past and present.

Q4

What does the group want to see improved or changed on the site?

Demographics of your group

1. What is the email address of the host? _____

2. Did you host your conversation online, in person or a mix of both? _____

3. How many people took part in your conversation? _____

4. What age groups did your group cover? Under 18 18-24 25-34 35-44 45-54 55-64 65-74 75+

5. How many people identify as: Female _____ Male _____ Non-binary _____ Prefer not to say _____

6. What best describes your group? Workplace Cultural Group Industry Group Church / Faith Community Group Friends
 Family Service Group Sporting Group Neighbours Other _____

7. Is your group an Aboriginal or Torres Strait Islander group? Yes No Prefer not to say

8. List the email addresses of each participant who would like to stay informed as Kalyra continues this process of community engagement.



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OUT MORE



There are also a range of ways you can be involved in this process. Visit [Kalyra's Community Engagement web page](#) to find out more and follow our [Community Engagement Facebook page](#).

We acknowledge Aboriginal people as the state's first peoples, nations and Traditional Owners of South Australian land and waters. We recognise that their unique cultural heritage, customs, spiritual beliefs and relationship with the land are of ongoing importance today, and we pay our respects to Elders past and present.