

Kitchen Table Talks

A guide for hosts



Planning a Kitchen Table Talk

1. Tell us about your plans by filling in our [pre-event online form](#) so we can send you hard copies of the resources we've put together.
2. Invite friends, colleagues, neighbours, family members...
3. Where possible, have some hot drinks as well as tasty food or snacks on offer. Maybe participants can be encouraged to bring something homemade, too?
4. Where possible, read the Scottish Government's draft [GFN Plan](#) in advance. Our [briefing document](#) and our [Report on the GFN Act](#) provide useful background information.

Hosting a Kitchen Table Talk

1. **On the day:** gather all the resources we will have sent you by post: the **facilitator notes**, **prompt cards**, Kitchen Table Talk **record sheet**, **consultation response forms**, and pre-paid **envelopes**. You'll also want to have some pens and a few post-it notes handy.
2. You will need around 90 minutes to enable a meaningful conversation to take place. The **facilitator notes** provide detailed guidance, including a suggested ice breaker to get the conversation started and the time you're likely to need to allocate to each question you'll be exploring.
3. **Welcome / intros:** Once you've welcomed everyone to the room, get the conversation started.
4. One of the key questions you'll be exploring is "**What a Good Food Nation means to me**". Use our **Food System Map prompt card** to invite participants to think of all the different elements involved in being a Good Food Nation (e.g., How/what do people eat? How is food produced? How is it accessed? How would your neighbourhood or workplace benefit?)
5. **Group conversation and individual responses.** You will be encouraging people to identify what matters to them as individuals and as a group. The **record sheet** will help you capture the group discussions, while participants will also get to write their own thoughts on the individual consultation response forms.
6. Our **Outcomes prompt cards** will also enable you to **explore the Outcomes outlined in the GFN Plan. Do they hit the right note? What - if anything - is missing?** Encourage participants to think of what the Government - at local and national levels - can do to implement real change to improve our food system.

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After your Kitchen Table Talk

1. Make sure each participant fills in a consultation response form.

We have created shorter consultation response forms to make this process less lengthy. Anyone can also access the full consultation response form [online](#) or download a copy from the Scottish Government's [website](#).

Each respondent must fill in their contact details before popping their response in one of the envelopes we've supplied. They can send the response directly to the Government or, ideally, you can gather them all and send them to the Scottish Food Coalition.

Important: all responses sent using the Scottish Food Coalition's pre-paid envelopes must be **posted to us by 14 April**. We will keep all envelopes sealed and deliver these to the Scottish Government by the closing date for the consultation, i.e. the 22nd of April.

2. Sharing your top 5s: Fill in our Kitchen Table Talk Record Sheet with your top 5s (as per the [Facilitation Notes](#) guidance). Knowing what matters to you most, collectively, will enable us to keep working together to change Scotland's food system. Please share this with us by **filling in our [online post-event form](#)**, where you can upload a copy of your sheet. This will also allow us to update our interactive map.

3. Share with friends – you can tweet using **#GoodFoodNation** and **#KitchenTableTalks**, share with friends on Facebook, or direct them to the GFN [resource pack](#) on our website.

4. Keep an eye out for the **outcome** of these Kitchen Table Talks, and the public consultation response to the draft Good Food Nation Plan: sign up to the [Scottish Food Coalition's newsletter](#) to stay in the loop.

[Any questions? Email us: \[info@foodcoalition.scot\]\(mailto:info@foodcoalition.scot\)](#)

