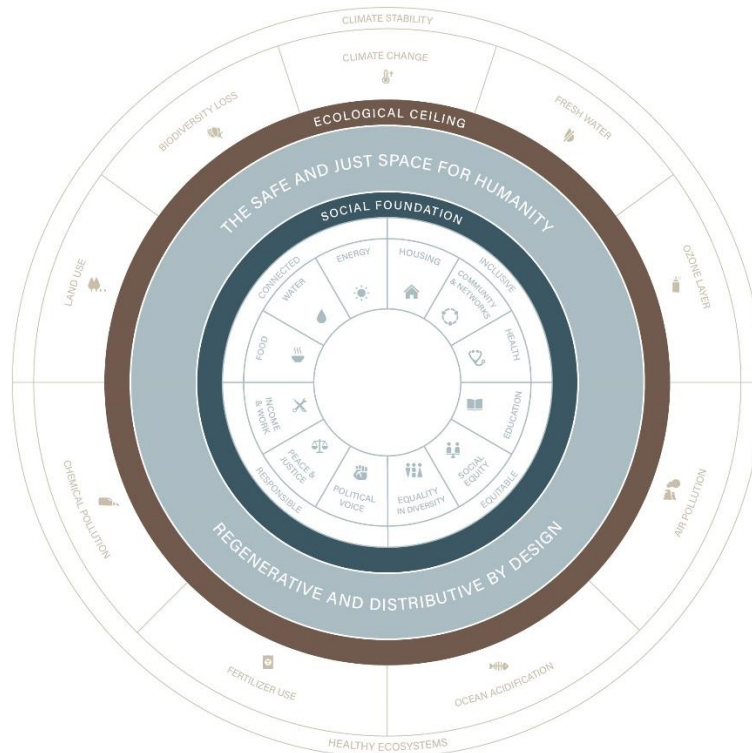


## Doughnut for Urban Development - A Toolkit

### “How to guide” for workshop facilitators:



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## 1. Overview:

This guide primarily focuses on assisting facilitators in effectively managing workshop content to ensure a successful and productive experience.

The Toolkit is designed for developers and other stakeholders in the building industry, enabling the implementation of the Doughnut approach's core principles within Urban Development. It follows a workshop format that progresses from concept to action, aiding organizations in the creation of building projects aligned with social and planetary boundaries, both at the organizational strategy level and the individual building project level.

The Doughnut for Urban Development approach emphasizes taking responsibility for Urban Development's impact within a European context, moving away from the exploitation of distant regions. To embrace regenerative and redistributive design, it necessitates a redefinition of the purpose of urban development, demanding a profound paradigm shift. Incremental change is no longer a feasible option; we now possess the frameworks, tools, and strategies required to guide development toward regenerative and distributive goals. The time for action is now.

The book/manual serves as an invitation to reconsider the purpose of urban development, promoting holistic and interconnected thinking. It advocates for a urban development approach grounded in Doughnut principles and addresses the climate crisis through the definition of systemic change and the collaborative efforts among diverse experts.

It's essential to note that this manual is not a certification or a to-do list but rather should serve as a framework for fostering a sustainable and equitable building industry within the limits of our planet.

It's worth highlighting that the business aspect, covered in chapter 5, is not included in this toolkit. Instead, specific workshops developed by the Doughnut Economics Action Lab, known as "Doughnut Design for Business - Core Tool" and "Doughnut Design for Business - Taster Tool," address this component separately and are a great compliment to this Toolkit. We highly recommend you use these tools to rethink the purpose of your organisations business endeavours.

Lastly, it is crucial to mention that the Doughnut for Urban Development Toolkit is an open-source project, offering all its resources for free download. We hope these resources prove valuable to you, and that you will assist us in sharing them with relevant individuals and organizations. Both online and in-person versions of the workshop are available, with continuous evolution in response to learning and feedback. We invite everyone to contribute to its development.

## 2. Why use it?

The toolkit simplifies complex content, guiding users from understanding core concepts to applying them at both organizational and project levels. It emphasizes a long-term perspective to tackle global challenges within social and planetary boundaries. Additionally, it aids in regulatory compliance and supports alignment with international agreements.

On a broader perspective, the book was created with the aim of providing developers and other building industry experts with knowledge that supports the application and practice of

Doughnut Economics in urban development. It can be used by architects, planners, engineers, local government officers and others working on the design, planning and delivery of urban development.

The manual and accompanying resources were developed with a broad group of leading researchers and building industry practitioners, aiming to integrate Doughnut Economics with the latest research and innovation from existing building standards in a format that is easily accessible to urban developers and building industry professionals alike.

Here are some of the main reasons for applying Doughnut for Urban Development at the organizational or project level:

- **Long-Term Perspective:** Doughnut for Urban Development encourages us to recognize the vital role of the building industry in addressing 21st-century global challenges. It invites us to understand how social and planetary boundaries can shape our actions, assisting in the mitigation of risks associated with these challenges.
- **Compliance with Regulations:** It can serve as a focused guide for your organization, helping you set precise goals and measures to ensure compliance with regulatory frameworks such as the Corporate Sustainability Reporting Directive (CSRD), EU taxonomy, and ESG standards. By adhering to the Doughnut principles, you align yourselves with the broader goal of achieving the 1.5°C scenario outlined in the Paris Agreement.
- **Increasing Consumer Awareness:** With a growing global awareness of sustainability challenges, consumers are increasingly prioritizing products and services that demonstrate a commitment to environmental and social responsibility. Embracing the Doughnut framework can enhance your reputation and attractiveness to socially conscious consumers.
- **Investor Consideration:** Impact areas proposed in the Doughnut for Urban Development framework are actively considered by investors in their decision-making processes. By integrating these principles into your operations, you can attract investment and align with the preferences of responsible investors.

### 3. Who is it for? (Target Audience)

The Toolkit has been designed with a primary focus on developers who can leverage it at both the organizational level, collaborating with the C-management team, and at the project level, involving all internal and external stakeholders. It is essential to underscore that other key player in the building industry, such as architects, planners, engineers, local government officers and others working on the design, planning and delivery of buildings, are also encouraged to utilize this resource. They can facilitate workshops with internal staff and external stakeholders, thereby facilitating the effective implementation of the Toolkit in their urban development projects.

The successful utilization of the Toolkit necessitates ambitious and inquisitive facilitators who, in their roles, are not focused on offering specific advice but rather on posing challenging questions that stimulate transformative innovations.

#### **4. What is the format?**

The workshop is available in both online and in-person formats, and it is structured into three distinct parts, to guide participants from understanding core concept to taking action:

- **Part 1 – Introduction**

In this segment, participants are introduced to the core concepts of Doughnut for Urban Development. The session is facilitated through a presentation, allowing attendees to become familiar with, take notes about and question the key takeaways. The primary resource for this part is an introductory PowerPoint slide deck, which serves as a valuable tool for conveying the fundamental concepts of the Doughnut framework.

- **Part 2 – Diving Deeper**

In this section, participants embark on a deeper exploration of the book's core concepts using "discussion cards", actively linking these ideas to organisational strategies and projects. This process unfolds in two steps:

- First, during an individual activity, participants allocate 5 minutes to thoroughly review the initial card. Following this individual reflection, the group dynamic comes into play.
- Secondly, participants engage in group discussions with their peers, collectively dissecting the primary findings and endeavouring to address the questions presented. It is advisable to commence with the "Core concepts discussion cards" and subsequently progress to the "Action discussion cards" to maximize the effectiveness of this phase.

The essential materials for this part include the discussion cards. To inspire the discussions, participants are encouraged to refer to the "Impact Areas Sheets", "Social & Ecological Wheels" and the book.

- **Part 3 – Application**

This section of the workshop is an invitation to participants apply the concepts of Doughnut for Urban Development. Divided into two practical exercises, Part 3 of the workshop assist participants in mapping their current position regarding local aspirations and global responsibilities, identifying blind spots, setting new targets, recognizing potential obstacles and facilitators, and sketching out initial steps for translating innovative concepts into tangible initiatives.

- **Exercise 1 – Unrolling the Doughnut into Four Lenses:** In this exercise, they delve into their existing position concerning the local aspirations of a project or organization within the context of its global responsibilities. By doing so, they identify blind spots that may hinder transformative action. Through a brainstorming session, groups are divided in teams that will discuss around core questions presented in the Matrix. Use post-it and a printed version of the Matrix to do the exercise.
- **Exercise 2 - Concept to Action:** This exercise involves engaging in a constructive group discussion, as they collectively fill out a matrix. This collaborative approach allows for a holistic evaluation of ideas and the transformation of concepts into actionable plans. The matrix already includes the fundamental impact areas / targets that need to be considered when applying the concepts of the book.

These tools and exercises offer a structured pathway to navigate the intricate landscape of social and planetary boundaries, empowering participants to contribute to a more distributive and regenerative future.

To successfully undertake these exercises, you will require the following materials: Unrolling the Doughnut into four lenses and Concept to Action Matrix, Social & Ecological Wheels, Impact Areas Sheets, Discussion Cards, and the book as inspiration.

## 5. How long does it take?

The toolkit is designed for optimal utilization over a total of 6 hours, split into two days, with a minimum of 1 day between Part 2 and Part 3.

The breakdown of hours per part is as follows:

- Part 1 – Introduction: around 30 minutes of presentation.
- Part 2 – Diving Deeper: A total duration of 3 hours, where the individual task of reading takes about 5 minutes per card, and the group activity takes about 15 minutes per card.
- Part 3 – Application: The total duration is 2.5 hours, divided by the two exercises.

It's essential to emphasize that while the entire process can be completed in a single day, due to the complexity and amount of content to be learned we strongly recommend dividing the workshop into two separate days with time for participants to digest the content in between.

## 6. How many people is it for?

The workshop has no maximum limit on the number of participants and can be tailored to suit the specific needs of the organization. However, it is advisable to have a minimum of 3 participants, and it is recommended to work in pairs or groups of 3-5 during the activities.

## 7. What materials do you need?

The toolkit offers a variety of materials that can be either printed for use during in-person workshops or accessed online. The underlying philosophy behind the materials for in-person workshops was to ensure they are easy to print, customizable, and cost-effective. All the materials are available in A4 and A3 formats, making them straightforward to print without the need for a high-quality colour printer. They are provided in open-source formats that can be easily customized using widely used digital tools such as PowerPoint, Word, and Miro.

It's important to note that the Doughnut for Urban Development is an open-source project, and all the resources are available for free download. We hope you find them valuable, and we encourage you to help us share these resources with relevant individuals and organizations.

Here's a list of the essential materials required for the workshop:

- **The Manual:** Participants can download the Manual in both Danish and English from The Doughnut for Urban Development website. The Manual serves as a reference during the workshop, promoting an interactive learning approach. Tip: Have participants look through the book before.
- **Introductory Slide Deck for Participants:** A PowerPoint presentation used in the initial part of the workshop to provide a concise overview of the book's main content. Tip to facilitator: Read, study, and customize the content of the slides before the workshop.
- **Discussion Cards:** A set of 9 discussion cards, all in A4 format, divided into two types. Six "Core Concepts Discussion Cards" encourage participants to explore key book concepts. The other 3 cards, "Action Discussion Cards", assist participants in translating concepts into actionable steps, used in completing the "Concept to Action matrix". Each participant should have a set of discussion cards printed.
- **Impact Areas Sheets:** A PDF file extracted from the book, featuring Social and Ecological Impact Areas in white background for easy readability in A4 format. This resource aids participants in identifying concrete examples of the mentioned impact areas.
- **Social & Ecological Wheels:** A printed version of the two wheels representing Social and Ecological impact areas, provided in A3 format for enhanced visibility during the workshop.
- **2 Matrix - Unrolling the Doughnut and Concept to Action Matrix:** A PDF format matrix used in Part 3 of the workshop. It can be printed in A3 format for each participant or for each participant group. Post-its are also required for this exercise.
- **C-Level letter:** This document is an invitation to Strategic Level management to use the Manual to enhance their organization's compliance efforts and at the same time, rethink urban development, embracing a holistic approach based on the Doughnut Economics model.
- **Letter to Practitioners:** This document provides an explanation of the development process and general steps required to implement these concepts at the building project level.

These materials are essential tools to facilitate and enrich the learning experience during the workshop, helping participants engage with Doughnut for Urban Development concepts effectively.

In addition to the core materials, there are some additional resources available for the workshop:

- **Appendix:** The Appendix serves as a valuable resource, offering a scientific foundation for the content covered in the Manual. It provides in-depth explorations of the concepts and topics discussed. Format: PDF - A4.
- **Database:** The Database provides an overview of the frameworks that underpin the impact areas discussed in the Manual. It includes detailed frameworks and references related to the social foundation and ecological ceiling. This resource allows for further customization and integration of these frameworks into participants' projects. Format: Excel.
- **Toolbox:** The Toolbox features the LCA Biodiversity tool that has been developed as part of the project. This tool can be used to support and enhance the workshop's content, offering practical resources for participants to apply in their work.

These additional materials expand the workshop's offerings, providing participants with a comprehensive set of resources to delve deeper into the subject matter and apply it effectively in their projects and initiatives.

## 8. What does the facilitator need to know or be able to do?

To ensure a successful workshop, we recommend the following steps for the facilitator:

- **Familiarize Yourself:** Start by reading the book *Doughnut for Urban Development – A Manual* to become well-versed in the concepts and principles. If you feel the need to delve deeper into Doughnut Economics concepts, visit the Doughnuts Economics website for additional resources and insights.
- **Understand the Scope:** Keep in mind that the Toolkit can be applied at both the organizational (strategy) and building project (operational) levels. This awareness will help you tailor the materials and discussions to align with the specific goals and scope of the workshop.
- **Review all documents available:** Start from "How to Guide for Workshop Facilitators", followed by "Introductory slide deck for participants", and so on. In the PowerPoint slide deck, the explanatory text for each slide is in the notes. Feel free to modify and customize the content to suit the workshop's objectives and the needs of your organization, keeping the core concepts.

Note on the 'Chapter 5 - Doughnut Design for Business': As previously mentioned, it's important to emphasize that the Toolkit does not cover the deep design of business discussed in Chapter 5. For this component, facilitators can access two specific workshops developed by the Doughnut Economics Action Lab: "Doughnut Design for Business - Core Tool " and "Doughnut Design for Business - Taster Tool." Please be aware that the hours spent on these additional workshops are not included in the total workshop duration.

By following these steps, facilitators can be well-prepared to lead an effective workshop that aligns with the book's principals, organization's goals and provides participants with a valuable learning experience.



## 9. Acknowledgements

### A) Principles & Guidelines

In this book, we establish a sector-specific blueprint for implementing Doughnut Economics in real-world applications. It's worth noting that this section draws inspiration from the Doughnut Economics Action Lab, Principles and Guidelines. We aim to fully realize the transformative potential of the Doughnut for Urban Development concepts with integrity. The toolkit is freely accessible to individuals and organizations for applying these ideas. To maintain the integrity of these concepts, tools, and resources in practice, we kindly request that you adhere to the following guidelines:

### B) Doughnut Dos and Don'ts

These dos and don'ts are the boundaries we ask when you put Doughnut for Urban development into practice.

#### Dos for Safeguarding Integrity:

- **Create Your Methods:** Feel encouraged to craft your unique and engaging methods for exploring Doughnut for Urban Development in practice, while adhering to the provided dos and don'ts.
- **Share Your Innovations:** Share your innovations and insights with us on the email: [dhh@effekt.dk](mailto:dhh@effekt.dk) or in the DEAL Community Platform. Your contributions can serve as inspiration for others and assist in enhancing the toolkit.
- **Use the Tool for Workshops:** Utilize this toolkit to facilitate workshops on Urban Development, aligning with DEAL's Guidelines and principles, and DEAL's policy for Consultancies and Organisations).
- **Use the Entire Toolkit:** Employ the entire toolkit comprehensively to maximize its effectiveness.
- **Clarify Confidentiality:** Prior to the workshop, ensure clear communication with participants regarding how confidentiality will be handled and whether workshop discussions will be shared beyond the workshop itself.
- **Encourage discussion:** Create a safe space to question and explore new concepts.

#### Don'ts for Safeguarding Integrity:

- **Not a Certification Scheme:** Please note that Doughnut for Urban Development is not a certification scheme or an exhaustive checklist for companies to become a "doughnut company." Instead, it's a manual and framework aimed at guiding the building industry toward creating a safe and equitable space for humanity within our planet's limited resources. It is important do not claim alignment between any business and the Doughnut solely based on participation in this workshop.
- **Preserve the Doughnut Essence:** To be considered a Doughnut adaptation, ensure that the Doughnut diagram retains both a social foundation and an ecological ceiling.



- **Avoid Promoting 'New Capitalism':** Refrain from using Doughnut Economics and Doughnuts for Urban Development to greenwash or promote a mere "new kind of capitalism." Explore deeper meanings and consider new possibilities instead.
- **Facilitate, Don't Advise:** Use this tool to facilitate organizations' journeys rather than offering specific advice.
- **No 'Company Doughnuts':** Focus on sharing your insights rather than publishing "company Doughnuts." Additionally, refrain from incorporating the terms "Doughnut" or "Donut" into your organization's name.
- **Maintain Tool Integrity:** Do not adapt or use only parts of this tool, as its integrity relies on the entire journey.

### C) The team behind:

Thank you to Realdania who funded the creation to the Toolkit.

This Toolkit was created by Juliana Rodrigues, Jeppe Bennett Krabbe, and Dani Hill-Hansen at EFFEKT.

A special thank you to Kasper Guldager Jensen, Co-founder - Home.Earth, Kim Revald, Senior Sustainability Manager - Velliv, Pension & Livsforsikring A/S and Simon Stig-Gylling, ESG Manager and Sustainability Lead - PFA Pension for being part of the co-creation process. Your collective feedback and discussion were invaluable to the development of this Toolkit.

Furthermore, a special thank you to Leonora Grcheva and Andrew Fanning of the DEAL Team, who reviewed this tool and provided feedback, assisting in the development.

The Toolkit was inspired by the DEAL workshop methodology.

The *Doughnut for Urban Development – A Manual* was co-edited by Dani Hill-Hansen and Kasper Guldager Jensen and co-created BUILD - Department of the Built Environment, DTU - Technical University of Denmark, Doughnut Economics Action Lab (DEAL), Rådet for Bæredygtigt Byggeri, EFFEKT, Home.Earth, SLA, Sweco, Stockholm Resilience Centre and Tegnestuen Vandkunsten.

If we have missed anyone, please let us know so we can acknowledge your contribution here.

## 10. Links

All Toolkit materials can be downloaded from Doughnut Economics Action Lab - DEAL website: <https://doughnuteconomics.org/tools/235>

Doughnut for Urban Development – A Manual and Resources can be found at: <https://www.home.earth/doughnut>

To learn more about EFFEKT or give feedback on this tool please visit: <https://www.effekt.dk/>

## **11. Sharing back to inspire others.**

In the spirit of reciprocity, and peer-to-peer inspiration, we ask that you share back your experience and learnings from using this tool with others in the DEAL Community Platform or via email: [dhh@effekt.dk](mailto:dhh@effekt.dk).

All these tools and resources are open source and free for your own use and adaptation and in reciprocity, we simply ask that you share back your experience and learnings. Your contributions can serve as inspiration for others and assist in enhancing the toolkit.