

# Napier Connects - World Café Workshop Programme

Item	Who	Time allocation
Welcome and karakia	Kaumatua (NC to arrange)	5 mins <b>Total 5min</b>
Introduction <ul style="list-style-type: none"> <li>Minister’s Vision</li> <li>What’s the issue?</li> <li>Napier Connects- project purpose / description</li> <li>Why are you here?</li> <li>Programme for today and housekeeping</li> </ul>	Minister VW VW Mayor (NC to arrange) NC May need a role for Minister	5 min 5 min 5min 2min <b>Total 20min</b>
Warm-up- Introduce your neighbour Spend 5 mins to find out about the person sitting next to you so you can introduce them to the group: e.g. Name, organisations / projects they are part of, something interesting- what are they proud of , passionate about etc, what they want out of today	JR (DIA)	<b>Total 30min</b>
Napier Connects- detail Matrix	NC	<b>5min</b>





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<p><b>Exercise:</b> World Café topics: For each section of the matrix (4) e.g. from the least connected to the Community Connectors (sheets will be preformatted):</p> <ul style="list-style-type: none"> <li>• What is going on now</li> <li>• What are the opportunities</li> <li>• How do we get there</li> </ul> <p>Any ideas or topic outside of focus of the session are to be noted and placed on park board</p> <p><b>Voting:</b> Each person to vote on the top three ideas for 'how we get there'- everyone has three votes</p>	<p>JL</p> <p>RR</p>	<p>10 min</p> <p>10min</p> <p>10min</p> <p>10min</p> <p><b>Total: 40min</b></p>
Exercise sum-up	JL	<b>5min</b>
<p>Table Evaluations</p> <p>Hand out given to participants in packs to record any further comments and send back to Sandy by email/post.</p>	JL	<b>10 min</b>
<p>What next?</p> <ul style="list-style-type: none"> <li>• Feedback provided</li> <li>• Drill into more depth with different phases of connectedness e.g. individuals, groups, providers etc</li> <li>• Initiate more projects</li> </ul>	L? (MSD)	<b>5 min</b>
Close	Total Time	<b>2 hours</b>

## Jobs

What	Who
Organise resources e.g. paper, felts, stickers, etc	NC
Instructions for facilitators	SK- COMPLETED and given to facilitators
Run sheet (detailed programme for Steering group)	Working Group
Seating Plan	Working Group
Participant packs	NC
Notes for Lindsay	JL
Welcome Desk	RR & R
Small Group Facilitators: JL SK NC SP Note: we may need more facilitators depending on the RSVPs	Café helpers (X3)
Roaming facilitator/timekeeper: RR Parking Board Warden: RR	Photographer / VIP Support: MB

