



Launch Day Event

Facilitators Briefing

Two opportunities to attend a briefing before the event, one in person at a meeting, and one by skype.

Invited: Driver Group, and Chair-people of each Themed Group

Agenda

- Explain the aim of the Alliance, and the roles of the Sub-Groups
- Run through event plan, what to do at each point in the day – please arrive 12:30pm to receive papers and to get set up
- Run through the plan for facilitating group discussions in more detail
- Co-production, training
- Next meetings:
 - Driver Group, 3-5pm 21st May
 - Co-production training, 6-8pm 21st May
 - Reference Group, 2pm 4th July, Diocese of Salford
 - Organise sub-group meetings by 7th May so we can invite people on the day
- Questions

Launch Day Event Plan

Methodist Central Hall, Oldham Street, Manchester, M1 1JQ

12:30pm Facilitators arrive for updated briefing

1-1:40pm Participants arrive, register, and get lunch (served until 1:30pm)

1:40-1:50 Welcome from Ian Rutherford and introduction from Tom Skinner #GMFoodPoverty

1:50 Charlotte Hughes on experience of food poverty (5min)

1:55 Talk from Bishop John Arnold on the scale and scope of food poverty, and what is being done to address food poverty across Greater Manchester at the moment (5min)

2:05-2:10 Tom to talk about the aims, and set up group discussion

2:10-2:35 Group discussion – What guiding principles should we have in pursuing these aims? What behaviours will help us to work together well? (Tables already arranged in cabaret style.) Facilitators get three main points agreed on from each table, and write up

- Ask everyone to write down 1-2 suggestions on a post-it note – what behaviour will help us to work together well?
- Everyone speaks, 1 minute – name (not position) and suggestion(s)
- Are there any others? (If time) Group them if some are similar.
- Get three main points agreed from each table before the end of the discussion, if necessary by voting with stickers
- Facilitators
 - Ben Pearson, Food Power
 - Dominic Coleman, Children Sub-group Chair
 - Charlie Spring, Driver Group
 - Caroline Glendenning, Driver Group
 - Lily Axworthy, Driver Group and Food banks plus Sub-group Chair
 - Mags Adams, Underlying issues Sub-Group Chair
 - Megan Blake, Driver Group and Reference Group
 - Graham Whitham, Driver Group and Place-based access to food Sub-Group Chair
 - 2-4 more needed if 10-12 tables
- Chairs/Scribes write up these main points and send to tom@gmpovertyaction.org. All flipchart sheets to have “Name of chair/scribe who will write up notes”, and “Notes written up and sent to tom@gmpovertyaction.org? y/n” on the bottom
- Recycling point for written flip charts, and drop-off points for ones that need to be taken away and written up
- Refreshments served

2:35-2:45 Jo Wilson to talk about co-production and explain how the Manchester Homelessness Partnership works, as this is the model that we are adopting. Tom to explain how the alliance will work, set up themed sub-group meetings. Also, invite people to register interest in the Driver Group and the Reference Group, or an additional Themed Sub-Group, on the sign-up sheets that will be circulated at each table.

2:45-3:35 Themed sub-group meetings

- Chaired by themed sub-group chairs. (Still one more chair needed.) Other Driver group members to scribe?
- Sign-up sheets in each sub-group meeting, including an extra box for interest in other groups

Aims:

- People connect and feel empowered – start developing the network
- Develop a shared understanding of the theme
- Agree 2-4 aims for the action plan to work towards
 - Be optimistic – if all of Greater Manchester was behind us in this, what could we achieve
 - Don't get caught up in detail at this stage, there'll be time to work through it

Questions for facilitation:

- Name, and what has brought you to this particular themed group/what interests you about it?
 - Facilitator helps the group arrive at a shared understanding of the theme based on what people say
- Aims to be framed as “By 2020/2021/2022, we want...”
- Agree 2-4 aims, to work on in the next meeting
- Who is not involved in this discussion that should be – chair to make a note of who else to invite

(Except Diversity Reference Group, which looks at all of the other themes, and discusses points that can be fed into the other themed groups)

3:35-3:50 Feedback and invitation to next meeting, from each Themed Sub Group Chair. 2 minutes each, 3 bullet points.

3:50-3:55 Next steps, thanks and close

- Co-production training
- Group chairs to arrange next meetings
- Remember to sign up for Driver Group and Reference Group

3:55-4:20 Close. Facilitators/scribes to stay behind and write up notes, if possible