

**DRAFT: ENTER DATE TIME BEFORE SAVING DOWN A VERSION | Summit session plan and run sheet**

Work in-progress draft: In confidence

**Note:** Registration of the Summit will be open at the Beehive on the night of Wednesday and from 7am on the day in the foyer of the Arena.

At the registration the participant will receive in a folder:

- Lanyard with name ,
- Sticker with “I am here because...”,
- booklet on physical layout of the Summit space and safety

## **Session 001: Haka Pōwhiri**

**Time: 8:20am-9:30am (70 minutes)**

### **Purpose of the session:**

- To ensure people are formally welcomed to the Summit and all participants come together in a safe environment to meaningfully start the Summit.

### **Who will be speaking and role:**

- All summit participants will meet at the venue by 8.20am on the grassy knoll to the right of the venue. Hon Kelvin Davis will talk with the crowd and provide a brief overview of the haka pōwhiri proceedings. 10
- Ngāti Toa representatives will welcome all attendees through a ‘haka powhiri’. A haka powhiri, a ceremony welcoming the manuhiri (visitors) involving speeches, singing, and finally the hongī.
- The kawa is “tau utuutu’. A speaker from Ngāti Toa will speak first and is then followed by the two Crown speakers, with Ngāti Toa being the final speaker.
- It is proposed the Crown party speakers will consist of:
  - Hon Kelvin Davis (lead) – waiata in support *Toro mai tō ringa*
  - S9(2)(a)

### **Who will be speaking and role:**

- Discussions with Ngāti Toa on powhiri are ongoing.
- Kaikaranga and second speaker for the Crown, yet to be confirmed.

## Session 001: Haka Pōwhiri Run Sheet

Time	Who	What
8.20am	People gather on right ride outside main entrance	
		<ul style="list-style-type: none"> <li>● Ngati Toa representatives will welcome attendees through a haka pōwhiri</li> <li>● A haka powhiri is a ceremony welcoming the manuhiri (vistors) involving speeches, singing and finally the hongi</li> <li>● The kawa is 'tau utuutu'. A speaker form Ngāti Toa will speak first then followed by the Crown party speakers (two - TBC), and a speaker from Ngati Toa will conclude the pōwhiri process.</li> <li>● Ngati Toa will already be inside, manuhiri (the crown and participants/ everyone else) will be outside.</li> <li>● Manuhiri need to be standing with women at the front and men at the back</li> <li>● Kaikaranga will come out calling manuhiri into the building</li> </ul>
8.30am	Ngati Toa  Kaikaranaga	<ul style="list-style-type: none"> <li>● Make call to manuhiri</li> </ul>
	Crown Kaikaranga	<ul style="list-style-type: none"> <li>● Crown Kaikaranga will reply to call</li> <li>● Summit Participants to move into the venue</li> </ul>
	Ngati Toa  Kaumatua	<ul style="list-style-type: none"> <li>● Whaikorero (speech)</li> </ul>

	Ngati Toa	<ul style="list-style-type: none"> <li>• Waiata tautoko (supporting song)</li> </ul>
	Hon Kelvin Davis	<ul style="list-style-type: none"> <li>• Whaikorero (speech)</li> </ul>
	Manuhiri (everyone)	<p>Waiata</p> <p>“Toro mai tō ringa”</p> <p><a href="https://youtu.be/48rM1Up6Gjs">https://youtu.be/48rM1Up6Gjs</a></p>
	Adrian Rurawhe	<ul style="list-style-type: none"> <li>• Whaikorero (speech)</li> </ul>
	Manuhiri (everyone)	<p>Waiata</p> <p>“He Tangata Kē”</p> <p><a href="https://youtu.be/vPvygj2hpFE">https://youtu.be/vPvygj2hpFE</a></p>
	Ngati Toa Kaumatua	<ul style="list-style-type: none"> <li>• Whaikorero (speech)</li> </ul>
	Ngati Toa	<ul style="list-style-type: none"> <li>• Waiata tautoko (supporting song)</li> </ul>

	Ngati Toa	<ul style="list-style-type: none"> <li>• Karakia</li> <li>• Hongi and Hariru</li> </ul>
<b>Physical</b>		<b>At registration</b> <ul style="list-style-type: none"> <li>• (052) Folder Inc. printed collateral (if collateral is supplied)</li> <li>• (041) Lanyard / Name badge - multiple types dependent on role</li> </ul>
<b>Digital</b>		<b>None</b>
<b>Music</b>		<p>Music throughout will be driven by a Spotify playlist of New Zealand music being curated by Mark Glenn. Any tracks requested to be played at specific times will be clearly detailed.</p> <p>Fade up to background level to send people to morning tea. Music continues to play. Volume ramp then cut, followed by announcement over PA to bring people back to plenary.</p>

**MORNING TEA 9:30am - 10:00am (30 mins)**

Ushers reset the seating

Music will play in the Wharekai to tell people it's time to reconvene in the plenary space

## Session 002: Orientation and introduction

Time: 10:00am -10:39am (39 mins)

**Purpose of the session:**

- Acknowledge the angst / anguish that people may feel and the hope we are seeking to understand.

- To help people to understand that the intent of the Summit is to reform of the Criminal Justice system and to seek the mandate for change
- Guide people on what is important for the Summit. Help people understand the need to listen to and to be present throughout the Summit.
- Outline of intent and expectations of Summit, provide the flavour for the Summit

**Who will be speaking and role:**

- MC to introduce themselves and then introduce the Deputy Mayor.
- As the deputy mayor of Porirua Deputy Mayor Izzy Ford (TBC) will formally welcome people to Porirua and the Summit. The Mayor (TBC) to introduce Tā Matiu Rei (TBC) to provide a brief 3-5 minute speech on why this Summit is important.
- MC to acknowledge Ministers and dignitaries. *MC to introduce the Chair of the Independent Advisory Group, Hon Chester Burrows. Hon Burrows to introduce the members of the Advisory Group and provide a brief overview of the role of the Advisory Group (i.e. to lead the and role in the summit (i.e., to listen and participate in discussions.) - TBC*
- MC to introduce Minister Little.
- It's anticipated that Minister Little will provide a short speech about the intent and mandate that is being sought from the Summit and will acknowledge the angst / anguish that some participants may have experienced in the system. It is also anticipated that he will signal the vision for change.

**Who will be supporting the Summit session and their role:**

- The Summit MC will provide the link between the deputy mayor, Tā Matiu Rei (TBC), Hon Chester Burrows (TBC) and the Minister and the session that follows the orientation. MC will explain the booklet which shows the different spaces at the Summit and how to access them. MC will explain housekeeping and health and safety.
- Live translators to translate speeches - Te Reo Māori, English and NZ Sign Language
- Live visual scribe to capture key points of session

**How does this contribute to the outcome of the Summit?**

- Unites - empowers and equip people to advocate for and sustain change
- Momentum - align our direction towards a better future

**Linkages between the sessions:**

- Powhiri will have formally welcomed people
- Orientation and introduction is a personal message from the Mayor and Minister Little

- This leads into the next session which enables participants to reflect on why they are attending.

**Number of participants:** Everyone

**How are people assigned to the session:** N/A

**Room configuration:** Assumed Plenary - speakers at the front on a stage, addressing all participants who are seated.

**Incoming vs outgoing mindset/ feeling:**

- Incoming: People may be nervous, unsure of how the days will play out
- Outgoing: Sense of openness and warmth

**How do we make it Safe, Meaningful, Welcoming:**

- We will make this safe by:
  - Speakers are genuine with their intent and acknowledge grief
- We will make this meaningful by:
  - Providing kaupapa of hope
  - Acknowledge the history of pain and grief that people may feel and the hope we are seeking to understand
- We will make this welcoming by:
  - Orientation is accessible to all through translators and live scribe,
  - Don't use language of dichotomies (eg. victim vs offender)
  - through body language, through what people will be wearing

**Material inputs:** Talking points for Deputy Mayor and Hon Andrew Little.

**Material outputs:** Visual capture

**Artefacts:** Booklet on how to access Safe, Meaningful and Welcoming spaces. See next page for more detail.

**Security:** To be agreed

**How the main room will be arranged:**

## Session 002: Orientation and introduction Runsheet

Time: 10:00am-10:39am (39 mins)

Live Scribe / No Slido / Roving mic on call

Time		Who	What
10.00am	10.05am	MC	<p>Introduce themselves</p> <p>Discuss health/ safety/ wellbeing</p> <p>Discuss Media</p> <p><u>Deliver Key Messages and Pincer-movement</u></p> <p>Acknowledge Ministers - Hon Andrew Little, Hon Kelvin Davis, Hon Stuart Nash, and others that might be in the room and other MPS, dignitaries.</p> <p>Introduce the Chair of the Independent Advisory Group Chair.</p> <p>Introduces Minister Little</p> <p>Introduce Deputy Mayor Izzy Ford</p> <p><b>All Ministers are on stage at this point</b></p>
10.05am	10.10am	Deputy Mayor Izzy Ford	Opening, welcoming to Porirua and the Summit.
10.10am	10.20am	Hon Andrew Little	<p>Brief response to welcome. Acknowledge that people may come to Summit with some angst / anguish about the past and current state of the system.</p> <p>The purpose of the summit is to move towards future focused state.</p> <p>Share vision for Summit.</p> <p>Minister to introduce Minister Davis</p>

10.20am	10.27am	Hon Kelvin Davis	Minister Davis speech Introduces Minister Nash
10.27am	10.34am	Hon Stuart Nash	Minister Nash speech Introduces Advisory Group
10.34am	10.39am	Chester Borrows	Introduce Advisory Group Members and Role of Advisory Group
10.39am	10.39am	MC	Thank speakers and move into the next session
<b>Physical</b>			<ul style="list-style-type: none"> <li>• (001) I am here because sticker</li> <li>• Sharpie</li> </ul>
<b>Digital</b>			<ul style="list-style-type: none"> <li>• Slide: (058) Venue Map (Shown in Plenary)</li> <li>• Slide: (062) Speaker name slide for <b>Izzy Ford</b> (shown in plenary)</li> <li>• Slide: (062) Speaker name slide for <b>Hon Andrew Little</b> (shown in plenary)</li> <li>• Slide: (062) Speaker name slide for <b>Hon Kelvin Davis</b> (shown in plenary)</li> <li>• Slide: (062) Speaker name slide for <b>Hon Stuart Nash</b> (shown in plenary)</li> <li>• Slide: (062) Speaker name slide for <b>Chester Borrows</b> (shown in plenary)</li> </ul>
<b>Music</b>			None



# Session 003: Listening to Understand

Time: 10:39am — 11:07am (25 mins)

## Purpose of the session:

- Participants to reflect and articulate what they want from this Summit
- Participants identify their unique perspective, lived experience, worldview and expertise they can bring

## Who will be speaking and role:

- MC will lead the session and guide participants through the activity
- MC talks about media at the Summit and participants rights and how media will identify themselves
- MC talks about the photographer and video person, purpose and rules (introduces them on stage?)

## Who will be supporting the Summit session and their role:

- Facilitation team will guide and support participants and officials to move to their seats, and support with the activity
- Live translators to translate MC - Te Reo Māori, English and NZ Sign Language

## How does this contribute to the outcomes of the Summit?

- Begin to build trust and establish the sector as a credible change partner
- Gain greater collaboration within the Summit

## Linkages between sessions:

- Participants will have been personally welcomed, and this is the first opportunity for people to meet and talk with other people at the Summit.
- Ready people for being open and hearing the lived experience session which follows.

Number of participants: All

How are people assigned to the session: Not required

**Room configuration:** People staying where they are seated. Individual reflection and then move to discuss thoughts with 3-4 neighbors.

**Incoming vs outgoing mindset/ feeling:**

- Incoming: A little nervous about introducing themselves and meeting new people
- Outgoing: More relaxed, feel like they've made connections.

**How do we make it Safe, Meaningful, Welcoming:**

- We will make this safe by:
  - All participants have a voice and provide dedicated space and support available and making sure this is known to participants
  - Facilitators are prepared to handle different types of behaviour – escalation plans are in place; have had bias and other training requirements; encourage conversations with supportive language
- We will make this meaningful by:
  - Empowering people to contribute
  - Building acceptance and valuing diversity of participants
- We will make this welcoming by:
  - Guiding the activity
  - Language is simple
  - The environment is accessible for everyone

**Material inputs:**

- MC brief for the session

**Material outputs:**

- Not anticipated as a requirement as this is a personal introduction and icebreaker session

**Security:**

- To be agreed

**How the main room will be arranged:**

**Slido:**

**Slido introduction (MC):**

“To make sure everyone gets to contribute, we will be using a tool called Slido at the summit. It is a way to ask questions, answers polls, tell your story and provide feedback. Using Slido is anonymous, you don't have to enter your name or any personal details. We will be selecting a few of your answers at the different session to illustrate what we discussed, but all your answers are important to us and will be used and read after the summit to make sure we didn't miss anything and to help us decide where to go next. We will display some answers on the screen here, so please don't share any names or personal details and only write down what you would like us to know.

You will need to use your phone, or tablet. Don't worry if you don't have a phone, there are other ways to contribute in the group discussions, or using the microphones.

Now let's get started: Please take out your phone, go to Slido.com and enter the code #TBC Let's start with a warm up question.”

10.57:

**Slido question:**

- Why are you at the summit?
  - Open answer - display answers - MC to read some out

## Session 003: Listening to Understand Runsheet

Time: 10:39am — 11:07 am (25 mins)

Live Scribe / Slido / Roving mic on call

Time		Who	What
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10.39am	10.41am	MC	<p>What will be happening to all of your contributions today and tomorrow.  (Mention the engagement team)  <u>Introduce the Listening to Understand activity</u>  <u>Call out option to choose not to have your reason shared</u></p>
10.41am	10.48am	Everyone	<p>Turn to person next to you and tell each other why you are here  Turn to a different person around you and tell each other why you are here</p>
10.48am	10:58am	MC	<p>Asking people (from a section of participants) what they heard.</p>
10.58am	11.04am	MC	<p>Slido is introduced, is open and people can ‘tweet’ their reason for being at the Summit.  MC is tracking the Slido comments and acknowledging interesting points. This is done by the Slido team pushing comments/points to the MC via the MCs on-screen message board. The MC’s can only see either the full Slido interface if it’s up on the main screen, or notes fed to them by the Slido team.  Show live feed of scribing as part of this session  Closing/wrap up of the session</p>
11.04	11:07	MC	<p>Vox Pops #1 Why do people do bad things</p>
Physical			<ul style="list-style-type: none"> <li>Participants directed to use (001) Sticker that was on their seat after morning tea</li> </ul>

<b>Digital</b>	<ul style="list-style-type: none"> <li>• Slide: (059) WiFi Instructions (Shown in Plenary)</li> <li>• Slide: (042) Slido instructions (Shown in Plenary)</li> <li>• VOX POPS play for 3 minutes (Provided to MMS by Sauce AV)</li> </ul>
<b>Music</b>	None

## Session 004: Listening to Lived Realities: rotating session

Time: 11:07am-12.29pm (82mins)

### Purpose of the session:

- Give time to listen to voices of people who interact with, and are affected by the criminal justice system
- Participants listen to people's lived realities of the system to understand their pain, hope, resolution and lack of resolution.
- Participants to start being aware of their own biases of 'victims', 'offenders' and people who are making a difference.

### Who will be speaking and role:

- Under Secretary Jan Logie will be providing an introduction to the importance of listening to voices of lived experience
- People who are present at Summit, and represented by video/audio will be present at session, if they are interested

### Who will be supporting the Summit session and their role:

- MC to introduce Under Secretary Jan Logie
- MC to outline that people will need to move around three stations

- MC to warm people up to listen and be open to hearing other experiences even if they are incongruent with their own experience
- MC to ask people to look out for pain points, hope, resolution and lack of resolution
- Anticipated live scribe for Under Secretary Jan Logie
- Translators for speakers - Te Reo Māori, English and NZ Sign Language

**Outputs include:**

- Key issues about what is not working - the points of pain in the system.
- A shared understanding of what some of the **burning platforms (1)** are from different voices across the system
- Roaming facilitators will also be listening for burning platform issues

**How does this contribute to the outcomes of the Summit?:**

- Change perceptions and expectations - enable participants to be aware of different experiences
- Unite, empower and equip people - to start the discussion about system change, and participate in the Summit
- Restore - participants with lived experience to feel like their stories and experience are valid and being included in the mandate for change

**Linkages between the sessions:**

- Participants will have met people in the previous session who may have different experiences from themselves
- This session provides the depth and richness to different experiences
- Now moving forward, these experiences are shared and reflected upon throughout the Summit.
- Provides grounding for all future sessions back to the lived realities of people

**Number of participants:** Everyone

**How are people assigned to the session:** Participants will be guided to a station by the MC, but all participants will rotate through all three stations over the course of the session

**Room configuration:**

- People moving from Plenary space to Break out space that will be set up to enable the videos/audio to be experienced

**Incoming vs outgoing mindset/ feeling:**

- Incoming: Curiosity on what the stories will be. Some people may have anxiety because the story might reflect their own. People might already know the lived experience. All will come with their biases, some might not be aware of them
- Outgoing: Wider awareness of different experiences of people. Start having awareness that everyone will have a part to contribute to the redesign of the criminal justice system. See that experiences and labels are not ‘black and white’

**How do we make it Safe, Meaningful, Welcoming:**

- We will make this safe by:
  - Enable the voices to be anonymous, if desired
  - Support people are available and encouraged
- We will make this meaningful by:
  - Enable people to come as they are, not as their label
  - We all awhi (support) each other
- We will make this welcoming by:
  - Value diversity of voices and experiences
  - Open and understanding mindset
  - For those represented in lived experience, who are willing and able, to offer to ‘front’ their story by sitting in the front of the session, and signal their availability throughout the summit to communicate it further

**Material inputs:**

- Video and audio of lived realities for people who have experienced harm, people who have caused harm, and frontline community/NGO workers
- People represented by the voices will be present at the session, if this is appropriate
- Additional voices of experience will be reflected on a dedicated voices wall in the Summit venue
- Personal reflection that can be shared through **Slido or anonymous cards** for each participants for participants to share their reflection on what needs to change, why change is urgent

**Voices of lived experience by groups:**

*Each voice/snippet of a story is 3 minutes*

<b>Session 1</b>	<b>Session 2</b>	<b>Session 3</b>
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<b>David</b> , father of murdered daughter and now uses story and empathy to help prisoners TBC	<b>W</b> , gang voice, drugs in prison and strong Māori voice	<b>I</b> , turned life around, now works alongside prisoners
<b>R</b> , ex-partner (and father of children charged with sexual assault of children), and victimised by system	<b>Darren</b> , life in system, no-one listening, or offering help	<b>Todd</b> , works with youth and using empathy to make a difference to young men, importance of community
	<b>Jacob</b> , getting into trouble young, importance of rehabilitation	
<b>M</b> , experienced sexual violence as a child	<b>M</b> , domestic violence, theft, life of crime to feed drugs	<b>Rionn</b> , Whānau ora worker, holistic support of whānau
<b>A</b> , victim of domestic violence, homicide witness, or system	<b>A</b> , charged with theft as a servant, charged and now labelled a criminal	<b>A</b> , using lived experience to support rehabilitation

### Activity questions

- What did you hear?
- How did that make you feel?



**Material outputs:**

- Insights from personal reflections, to show indications of the readiness for change
- Insights on what needs to change (burning platforms) and why change is urgent

**Security:** To be agreed

**How the main room will be arranged:**

**Slido:**

- What did you hear?
  - o Open answer
- How did that make you feel?
  - o Open answer

## **Session 004: Listening to Lived Realities: rotating session runsheet**

Time: 11.07 am-12.29pm **(82mins)**

**Live Scribe / Slido / Roving mic on call**

Time		Who	What
11.07 am	11.08 am	MC	Introduce Undersecretary Jan Logie
11.08am	11.18am	Undersecretary Jan Logie	Opening - Family Violence, Sexual Violence and importance of listening to people and their stories

11.18am	11.23am	MC	<p>MC introducing the activity and prepare people for what they are about to hear.</p> <p><u>MC notify the audience about presence of voices in the audience</u></p> <p>Direct people to one of three stations.</p>
11.23am	11.28am	Everyone	<p>People move to one of 3 stations, as directed by MC</p> <p><i>(003) A4 Lived Realities worksheet is on each seat when they arrive</i></p> <p><i>(064) Lived Realities Intro image on screen in each breakout when they arrive</i></p>
11.28am	12.19pm	Everyone	<p>Participants will listen to lived realities at 3 specific stations, and individually reflect on the impact of the stories (14 mins per station + 3 mins for rotation/reflection)</p> <p>11.20 am Rotation 1, (14 min video) lights are down</p> <p>11.32 am Transition to next station (3 mins) lights go up</p> <p>11.37 am Rotation 2, (14 min video) lights are down</p> <p>11.49 am Transition to next station (3 mins) lights go up</p> <p>11.54 am Rotation 3, (14 min video) lights are down</p> <p>12.08 stay at station lights go up</p>
12.19pm	12.29pm	MC (as voice of god)	<p>Lights are up</p> <p><u>Reflection time activity</u></p> <p>MC (as voice of god) say its reflection time</p> <p>Lead and Group facilitators are available to support people fill out activity card</p> <ul style="list-style-type: none"> <li>- Play quiet background music - <i>OpenSouls - Heart is in your hand</i></li> <li>Then - <i>Electric Wire Hustle - Again -</i></li> </ul>
12.29pm	12.29pm	MC	<p>Introduce Lunch time</p>
Physical			<ul style="list-style-type: none"> <li>• (003) Listening to Lived Realities worksheet</li> <li>Worksheet already placed on each seat in the three breakout areas</li> </ul>

<b>Digital</b>	<ul style="list-style-type: none"> <li>• (002) 3 x stories (12 mins each) - To be supplied by ThinkPlace</li> <li>• (004) 3 x Session Signage - Showing on TVs by each breakout to show what session is happening there</li> <li>• (058) Venue Map (Showing on Plenary)</li> <li>• Slide: (062) Speaker name slide for <b>Jan Logie</b> (shown in plenary)</li> <li>• (064) Lived Realities intro - static image showing on screens in each breakout as participants arrive before being replaced by the Stories videos (002)</li> <li>• <b>VOX POP playing on return from lunch — #2 Change the system</b></li> </ul>
<b>Music</b>	<p><b>No music</b> to go out to for lunch break - this is different from every other send out. When it's time to bring people back to plenary, music starts to play from playlist, volume instantly ramps up then cuts, followed by announcement over PA to bring people back to plenary.</p>
<b>Lights</b>	<p>Lights to ramp up after 15 seconds, pause to signal rotation</p>

**LUNCH 12:29pm - 13:19pm (50 mins)**

**Check LIVE SCRIBING whiteboards are deployed around stage**

## **Vox Pop: #2 Change the system**

Play to signal return to Plenary space

## **Session 005: Panel discussion: Yesterday and Today**

Time: 13:19pm-15:44pm (145 mins / 2 hours 25 minutes)

### **Purpose of the session:**

- Acknowledge that the current system is not working, but there are beacons of hope

- The panels **will** ignite conversations with key issues/considerations and gives permission to have open conversation about what isn't working with the system, with room for what is working
- Ideally, panels **are** reflective of everyone who is part of the system, enabling people to see their voice represented in the panel

**Outputs include:**

- Key issues about what is not working - the points of pain in the system.
- A shared understanding of what the **burning platforms (1)** are from everyone across the whole system
- Roaming facilitators will also be listening for burning platform issues

**Who will be speaking and role: (Lead/ facilitate/ participate?)**

- Hon Kelvin Davis opens the session with a focus on “the disproportionate number of Māori in the system”.
- Leads from each panel (see table below) will introduce their panel members
- Members from the panel (see table below) will be providing a short introduction about themselves and their experience with the panel issue.
- *It is suggested that the panel reflects the lived realities of the system*

**Who will be supporting the Summit session and their role:**

- MC will outline and describe each panel, the panel activity and provide instructions on how to attend the panel
- Two lead facilitators for each panel to introduce the panel activity
- Facilitators for tables to support conversation and capturing themes
- Digital scribe to capture key pain points once everyone is back at plenary

**Panels**

<b>Victims</b>	<b>Too many Māori in the system</b>	<b>System issues for preventing crime</b>
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<ol style="list-style-type: none"> <li>1. <b>Dr Kim McGregor (Lead)</b></li> <li>2. <b>Ruth Money</b></li> <li>3. <b>Jan Jordan</b></li> <li>4. <b>Professor Denise Wilson</b></li> <li>5. <b>Ken Clearwater</b></li> </ol> <p><i>Under Secretary Jan Logie and Hon Andrew Little will be asked to support this work</i></p>	<ol style="list-style-type: none"> <li>1. <b>Hon Kelvin Davis (Lead)</b></li> <li>2. <b>Ngahiwi Tomoana</b></li> <li>3. <b>Ngaperi Nui</b></li> <li>4. <b>Fiona Pimm</b></li> </ol>	<ol style="list-style-type: none"> <li>1. <b>Hon Stuart Nash (Lead)</b></li> <li>2. <b>Callie Corrigan</b></li> <li>3. <b>Hata Wilson</b></li> <li>4. <b>Jenny Freedman</b></li> </ol>
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**How does this contribute to the outcomes of the Summit?**

- Unite- participants on critical system issues
- Collaborate - participants work together to share their pain points with the system
- Momentum - align our direction towards a better future
- Restore - acknowledge the current pain to start building the mana of tangata whenua

**Linkages between the sessions:**

- They will have heard individual lived experiences of things that aren't working in the system
- This session enables participants to build on their reflections from the previous section and share what isn't working
- From this session, they will break for a cup of tea and then shift into thinking about what's working well for themselves and/or their communities

**Number of participants:** Everyone.

**How are people assigned to the session:** Participants self-select the panel session that they want to participate in. They will not be rotating.

**Room configuration:**

- Everyone seated in plenary space facing stage, moving to three dedicated forum spaces and return back to plenary space for round up of panel discussion

**Incoming vs outgoing mindset/ feeling:**

- Incoming: Eager to be sharing their lived experience
- Outgoing: May be overwhelmed about scale of change that has been identified or recognised

**How do we make it Safe, Meaningful, Welcoming:**

- We will make this safe by:
  - Providing facilitators to support people that are sharing their experiences and insights
  - Facilitators will enable everyone to feel their voice heard
- We will make this meaningful by:
  - Accepting and valuing the diversity of everyone's insights by listening
- We will make this welcoming by:
  - There are empathetic and skilled facilitators who know how to access support for participants
  - People will feel empowered to contribute
  - MC to announce that if a participant has mobility or accessibility issues to please inform a facilitation team member so they can reserve a place for you in panel session

**Material inputs:**

- Information cards developed for each panel discussion including statistics, quotes, facts
- Key message cards for each participant group to capture the one thing they want to share with the panel - could be on Slido

**Material outputs:**

- Insights on the pain points across the system that need addressing.
- Digital representation of key messages from all three panels
- All participant key message cards

**Security:** To be agreed

**How the main room will be arranged:**

**Slido**

Survey:

- Which session did you attend?
  - Stream 1 - victims
  - Stream 2 - Māori in the system
  - Stream 3 - preventing crime
- To make the system better for people, what is the key thing that needs to change? Please also explain why.
  - Open answer - displayed live

## Session 005: Panel discussion: Yesterday and Today Runsheet

Time: 13:19pm-15:44pm (145 mins / 2 hours 25 minutes)

Time		Who	What
13:19pm (2 mins)	13:21pm	MC	<b><i>VOX POP 2 plays prior to this as people enter</i></b> Welcome back and opening of session <b><u>MC introduces Hon Kelvin Davis</u></b>
13:21pm (15 mins)	13:36pm	Hon Kelvin Davis	<b><u>Minister Davis gives speech</u></b> Plenary discussion on the disproportionate number of Māori in the system and how this needs to change

13:36pm (3 mins)	13:39pm	MC	<p><b><u>Introduction to session activity</u></b>  High level explanation of the three topics and panels:</p> <ol style="list-style-type: none"> <li>1. Whole of system issues, victim based</li> <li>2. Māori in the system</li> <li>3. System issues for preventing crime</li> </ol> <p>MC brief: describe the sessions and process of moving. Participants choose where to go, MC's guide what sessions are full</p>
13:39pm (5 mins)	13:44pm	Everyone	<b><i>Move to their chosen stage</i></b>
13:44pm (20 mins)	14:09pm	Panel Leads and Panelists	<p><b><u>Panel Leads Introduce panel members</u></b> Also panel discussion topic and fact cards at the tables.</p> <p><b><u>Panelists give 5 min talk</u></b>  Each Panelist briefly gives their insight on the topic (5-7 mins, depending of number of panel members).</p>
14:09pm (5 mins)	14:14pm	Lead Facilitators (Group facilitators assist)	<p><b><u>Explains activity</u></b>  Groups of people will respond to what they've heard and information cards including facts, visuals, quotes about the particular panel discussion topic.  After 20 minutes, you'll be asked to synthesise your thinking on to a card or Slido.</p>
14:14pm (30 mins) *reduced 5 mins	14:44pm	Everyone (Group facilitators assist)	<p><b><u>Complete Activity</u></b>  Discuss the key issues in groups of 3 (or two)  Read your cards, and share with your neighbours  Discuss for 20 minutes  <u>At 2.15pm</u></p>



			<p>Lead Facilitator will announces key issue activity card - converge on a key issue to share</p> <p>Group Facilitators hand out cards</p> <p>Summarise your discussion on the A4 card</p> <p>Lead Facilitator announces end of activity, and to hand cards to aisle</p>
14:44pm (25 mins)	15:09pm	Everyone (Group facilitators assist)	<p><b><u>Panel Synthesis and Debrief</u></b></p> <p>As cards come back, panel read ones that resonate</p> <p>Panel prepares to share some at plenary</p> <p>Conversation is captured by a ?</p>
15:09pm (5 mins)	15:014pm	Everyone	<p><b><i>Attendees move from breakout spaces to plenary</i></b></p>
15:14pm (30 mins) *increase 5 mins	15:44pm	Panel	<p><b><u>Whole Plenary share back</u></b></p> <p>Panel members share the key messages from their session (10 min each).</p> <p>Digital scribe captures key messages, giving a sense of 'whole of system' key issues.</p> <p>MC closes</p> <p>Digital Scribe</p>
15:44pm	15:44pm	MC	<p><b>MC close the session and announce afternoon tea</b></p>
Physical			<ul style="list-style-type: none"> <li>(005) 12 copies of 3 sets of info cards (one set for each session/topic) - One copy of a set of cards reserved for the panel in each breakout, the rest of the cards in the set distributed one per seat to all participants before they arrive. Placed while participants are at lunch.</li> </ul>

	<ul style="list-style-type: none"> <li>• (006) Key messages card x3 (one for each stream) - x100 in each breakout - Packers to have worksheets ready for support facilitators to hand out - one to each group of three people.</li> </ul>
<b>Digital</b>	<ul style="list-style-type: none"> <li>• (007) Session signage - displayed on TVs next to each breakout area to show which session will be happening in that space. Also shown on large screen in each breakout if possible.</li> <li>• (061) Session map - Shown on Plenary to show participants where each session is happening</li> <li>• (062) Speaker name slide for <b>Minister Davis</b> (shown in plenary)</li> <li>• <b>Vox Pop # 3: Can people change - playing when coming back into Plenary</b></li> </ul>
<b>Music</b>	<p>Music starts playing from playlist, ramping the volume quickly before cutting to signal the breakouts to come back to plenary</p> <p>Fade up to background level to send people to morning tea. Music continues to play. Volume ramp then cut, followed by announcement over PA to bring people back to plenary.</p>

**AFTERNOON TEA 15:44pm - 16:14pm (30 mins)**

**VOX POP 3 plays to bring people back**

## **Vox Pop # 3: Can people change**

### **Session 006: Aspirations**

**Time: 16:14pm - 17:14pm (60 minutes)**

**Purpose of this session:**

- Instill confidence that we can make changes in the system by talking about and showing exemplars of what's working

**Who will be speaking and role:**

- Hon Aupito William Sio to lead the session by :
  - introducing Commissioner Becroft; and
  - introducing and facilitating the speeches given by the grassroots speakers:
    - [Carmen Manuel](#), *Wahine Māori and mother, experience in prison, currently doing her masters "Life in the ex-lane" about experiences after conviction, now working in restorative justice*
    - [Adam Mansky](#), *Centre for Court Innovation's Director of Operations, New York, USA. (TBC by MoJ)*
    - [Billy McFarlane](#) *(ex offender now providing services for people in prisons to help them with learning their cultural identity and to reintegrate them into the community post prison)*
    - [Dr Elizabeth Grant](#), *criminologist, architectural anthropologist, and academic with the Aboriginal Environments Research Centre (TBC by MoJ)*
- Rt Hon Jacinda Ardern (VC) - Speaker

**Who will be supporting the Summit session and their role:**

- MC to introduce the speakers and Rt Hon Jacinda Ardern video at the conclusion of the session
- Digital scribe to record key points from the discussion

**How does this contribute to the outcomes of the Summit:**

- Unite - empower and equip people to advocate for and sustain change
- Restore
- Momentum

**Outputs include:**

- Articulations of hope for people in their communities - ideas for strengthening shifts to have a positive impact on the justice system (3)
- Articulations of hope that people have for the system - focusing and aligning aspirations (2)

**Linkages between the sessions:**

- Summit will have narrowed down on the key issues facing the criminal justice system relating to: victims; the disproportionate number of Māori in the system, Corrections and prison population and system issues for preventing crime
- This session will be the last activity session for the day and will help participants to feel more optimistic about system change

**Number of participants:** Everyone

**How are people assigned to the session:** Everyone will be participating

**Room configuration:**

- Plenary set up in the main space

**Incoming vs outgoing mindset/ feeling:**

- Incoming: People may be feeling overwhelmed about the extent of problems.
- Outgoing: Hopeful that change can happen

**How do we make it Safe, Meaningful, Welcoming:**

- We will make this safe by:
  - Kaupapa Māori frameworks are respected
- We will make this meaningful by:
  - Kaupapa of hope
- We will make this welcoming by:
  - Having speakers from many different parts of the community including grassroots

**Material inputs:**

- Hopeful stories
- Speaker notes
- Feedback cards

**Material outputs:**

- Digital record of discussion
- Hope cards will be used in the first session on Day 3

**Security:** To be advised

**Notes:**

- Māori voice needs to be coming through loud and clear.

**How the main room will be arranged:**

**Slido questions:**

- What and who gives you hope? Please remember not to use names or identifiable information.
  - Open answer
- What are your aspirations for our justice system?
  - Open answer

## **Session 006: Aspiration Runsheet**

**Time: 16:14pm - 17:14pm (60 minutes)**

Time		Who	What
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16:14	16:15	MC	Introduce Hon Aupito William Sio
16: 15	16:23	Hon Aupito William Sio	Introduction to Commissioner Becroft
16:23	16:33	Commissioner Becroft	Wider vision for criminal justice, emphasising the need to address drivers of crime at the earliest possible stage, and highlight that the real gains will be obtained by focussing on children and young people. <b>Digital scribe to record.</b>
16:33	16:37	MC	Introduction to Aspiration speakers.
16:37	16:57	Grassroots speakers <i>Carmen Manuel</i> <i>Adam Mansky</i> <i>Billy McFarlane</i> <i>Professor Elizabeth Grant</i>	4 x 5 min speech each to reflect programmes of hope and aspiration in their communities. <b>Digital scribe to record.</b>
16:57	17:02	MC	Debrief and introduce the aspiration reflection activity
17:02	17:12	Everyone	<u>Activity with people around you</u> Fill in question sheet: What or who gives you hope in your community? What is your hope for our New Zealand criminal justice system? <b>Open mic share back, digital scribe to record</b>

			<p><b>Slido questions:</b> What or who gives you hope in your community? What is your hope for our New Zealand criminal justice system? What are we not acknowledging?</p>
17:12	17:14	Rt Hon Jacinda Ardern	<b>Closes session with Video Message outlining her hope for the criminal justice system</b>
<b>Physical</b>			<ul style="list-style-type: none"> <li>• (009) Hope worksheet x 700 (placed one per seat while participants are at morning tea)</li> </ul>
<b>Digital</b>			<ul style="list-style-type: none"> <li>• (062) Speaker name slide for <b>Aupito William Sio</b> (shown in plenary)</li> <li>• (062) Speaker name slide for <b>Andrew Becroft</b> (shown in plenary)</li> <li>• (062) Speaker name slide for <b>Carmen Manuel</b> (shown in plenary)</li> <li>• (062) Speaker name slide for <b>Adam Mansky</b> (shown in plenary)</li> <li>• (062) Speaker name slide for <b>Billy MacFarlane</b> (shown in plenary)</li> <li>• (062) Speaker name slide for <b>Professor Elizabeth Grant</b> (shown in plenary)</li> <li>• (003) PM's message video - To be supplied by Sauce A/V</li> </ul>
<b>Music</b>			When people break into smaller debriefs in the plenary space, music may be required (play, quick ramp and cut) to refocus people back on the main stage plenary debrief.

## Session 007: Closing perspective on the day

Time: 17:14pm-17:29pm (15 minutes)

### Purpose of the session:

- To playback what we've achieved over the day - the burning platform has been set
- Collectively ratify the burning platform for change
- Short overview of what to expect for the next day

### Who will be speaking and role:

- Hon Andrew Little to deliver a short speech that recognises the achievements over the course of the day
- Hon Stuart Nash and Hon Kelvin Davis - To participate in reflections on the day by sharing their insights with the audience

### Who will be supporting the Summit session and their role:

- MC - Facilitator

### How does this contribute to the outcomes of the Summit?:

- Builds trust - show that the Sector is a credible change partner, showing that the participants' inputs on the day are valuable

### Outputs include:

- Whole of session ratification that there is a **burning platform (1)** for change across the criminal justice system

### Minister delivery:

- Style: Ministers on stage, speaking to whole summit audience.
- Hon Andrew Little to say short speech to recognise achievements from participants. Speech could include reflections from his involvement in the Summit so far
- Hon Andrew Little to summarise the key burning platforms heard at the Summit
- Hon Kelvin Davis and Hon Stuart Nash to make a short statement on their reflections



**Linkages between sessions**

- This is the final session of the day, so participants will likely be tired, but should have an overwhelming need for change, and a sense of hope

**Number of participants:** Everyone

**How are people assigned to the session:** Everyone is together

**Room configuration:**

- Plenary set up in the main space
- Chairs facing the front

**Incoming vs outgoing mindset/ feeling:**

- Incoming: Understand the enormity of the changes needed in the justice system and open to hope and opportunities. Participants will have end of day fatigue.
- Outgoing: Ready to focus on the future

**How do we make it Safe, Meaningful, Welcoming:**

- We will make this safe by:
  - Understanding that participants will be fatigued.
- We will make this meaningful by:
  - Communicate participants the value in the process
- We will make this welcoming by:
  - Encourage rest and recuperation

**Material inputs:**

- PowerPoint presentation of key insights / what was achieved
- Projector screens
- Minister notes including notes on what has been achieved, key messages on burning platforms

**Material outputs:**

- Video of reflections

- PowerPoint slides including burning platforms - ideas for new focusing and aligning a new justice system. This will be presented on following morning - Reflections from Day 2.

**Security:** To be agreed

**How the main room will be arranged:**

**Slido:**

- *Slido team to provide some key quotes and insights from the earlier sessions to the MC*
- What is your take-away of the first day of the Summit?
  - Open answer
- Do you agree that we need to change our criminal justice system?
  - Yes
  - No

## Session 007: Closing perspective on the day runsheet

Time: 17:14pm-17:29pm (16 minutes)

Time		Who	What
17:14pm	17:18pm	MC	<b>Slido question - should we change the justice system?</b>
17:18pm	17:28pm	MC Hon Andrew Little Hon Kelvin Davis Hon Stuart Nash	<u>Reflection and insights</u> including what are the burning platforms; responding to Slido comments and questions

17:28pm	17:29pm	MC	Overnight questions and reflections Overview of the next day and close the day MC closes <b>MC provides overnight question for participants to think about. "What has been the most important thing you have heard today"</b>
Physical			None
Digital			<ul style="list-style-type: none"> <li>Slido poll - live feed of Slido website interface - shown on plenary</li> <li>(060) Slide : Overnight question (Showing on Plenary)</li> </ul>
Music			<ul style="list-style-type: none"> <li>Leaving music - 'Hope for a generation - by Fat Freddy's Drop'</li> <li>Fade Up and play as participants leave</li> </ul>



## Session 008: Reflections from Day 2

Time: 9:00am-9:29 am (29 minutes)

### Purpose of the session:

- Welcome participants back to the Summit
- Reflect and check in on what we heard
- Remind of the burning platform ratification
- Set the scene for building on work that has been done
- Shift the focus to the future

### Who will be speaking and role: (Lead/ facilitate/ participate?)

- MC will reflect on slido questions that are posted from participants.

**Who will be supporting the Summit session and their role:**

- Ministers Davis, Little and Nash available to respond to comments if required
- Digital live scribe to record
- Live translators - Te Reo, English and NZ Sign Language

**How does this contribute to the outcomes of the Summit?**

- Reflect on the work that was achieved on the previous day
- Share thoughts, conversations and considerations had overnight
- Opportunity for people to raise or share something

**Outputs include:**

- Capture of panelist and participant comments that will point to: **aspirations** (1); **burning platforms** (2) and **shifts** we must undertake to make change (3) in anticipation for the day

**Linkages between the sessions:**

- Participants will have had a full day to reflect on the current system and its pain points
- Participants will be primed to think about the future from the last session

**Number of participants:**

- All participants together

**How are people assigned to the session:**

- NA

**Room configuration:**

- People in plenary facing stage

**Incoming vs outgoing mindset/ feeling:**

- Incoming: Some may be tired, some expectant
- Outcoming: Invigorated

**How do we make it Safe, Meaningful, Welcoming:**

- We will make this safe by:
  - Rearticulating the safe space areas
- We will make this meaningful by:
  - Time and appreciation for what people did the day before
  - Giving people an opportunity, to ask question and make observations
- We will make this welcoming by:
  - Including an element of welcoming people back

**Material inputs:**

- Projector screens
- Slido

**Material outputs:**

- N/A

**Artefacts:**

- Slideshow
- Slido Questions

**Security:** To be agreed

**How the main room will be arranged:****Slido:**

- *Slido team to provide key quotes and comments from previous day for the run through.*
- *Sourcing questions to ask the panel*
- Reflecting on yesterday, what is the most important thing you have heard?
  - Open answer

## Session 008: Reflections from Day 2 runsheet

Time: 9:00am-9:29 am (29 minutes)

Time		Who	What
9.00am	9.10am	MC	<p>Welcome back to participants</p> <p>Slideshow/Powerpoint: Walkthrough of what we heard from day before            Provided by Mark Glenn overnight to Seb Blair</p> <p>Prepare people to pose questions to panel</p>
9.10am	9.29am	MC Minister Kelvin Davis Minister Andrew Little Minister Stuart Nash	<p>Facilitating slido questions and answers from participants.  <i>Ministers will be on stage</i></p>
<b>Physical</b>			None
<b>Digital</b>			<ul style="list-style-type: none"> <li>• (011) Reflections from Day 2 PPT (Created overnight) - playing on loop on main screen in plenary as people enter</li> <li>• Slido poll - live feed of Slido website interface - shown on plenary</li> </ul>
<b>Music</b>			<p>Music playing as people enter.            Fade out before 9:30am.</p>

## Session 009: Shift from Past to Future

**Time: 9.29am-9:45am (15 minutes)**

**Purpose of the session:**

- Introduce the types of change that needs to happen: both the short term to address the pressing issues of today; and long term changes that will take generations (change horizons)
- Galvanise people to work together today, to start the process of change

**Who will be speaking and role:**

- Hon Andrew Little will be giving a motivating and powerful speech that inspires people to collaborate and shift to focus on the future, build it together

**Who will be supporting the Summit session and their role:**

- Live scribe

**How does this contribute to the outcomes of the Summit?:**

- Shift from yesterday to focus on the future
- Prepare and motivate people to work for the rest of the day to depict the future
- Model the partnership going forward

**Linkages between the sessions:**

- This session will flow on seamlessly from the earlier one

**Number of participants:**

- All of summit

**How are people assigned to the session:**

- All of summit

**Room configuration:**

- Everyone in plenary space

**Incoming vs outgoing mindset/ feeling:**

- Smooth transition from previous session to this session (participants shouldn't be aware of difference)
- Incoming: People will feel informed and up to date with what happened in day before
- Outgoing: Participants will be warmed up and ready to start ideating and designing for the future

**How do we make it Safe, Meaningful, Welcoming:**

- We will make this safe by:
  - Awareness that language is empowering
- We will make this meaningful by:
  - Reflect people's unique experience
  - Partnership across sector is represented and modelled by the Ministers
- We will make this welcoming by:
  - Exciting people about the task at hand - imagining a new future for the justice system

**Material inputs:**

- Speech for Minister Little

**Material outputs:**

- Digital capture and will remain static on the screen into the next session

**Material inputs:**

- TBC

**Security: To be agreed on**

**How the main room will be arranged:**

## **Session 009: Shift from Past to Future Runsheet**

**Time: 9:29am-9.45am (15 minutes)**



Time		Who	What
9.29am	9.30am	MC	Announce Minister Little speaking
9.30am	9.45am	Hon Andrew Little	<p><b><u>Gives speech</u></b>  Key messages are shifting from looking from the past, and taking this as we shift to the future.</p> <p>Different modes of change required - short term and immediate; long term and profound.</p> <p>Honouring the stories from the past, to intentionally move forward.</p>
<b>Physical</b>			<b>None</b>
<b>Digital</b>			<ul style="list-style-type: none"> <li>(062) Speaker name slide for <b>Hon Andrew Little</b> (shown in plenary)</li> </ul>
<b>Music</b>			<b>None</b>

## Session 010: Now and Next

Time: 9.45am - 12:40pm (2 hours 55 minutes)

### Purpose of the session:

- Focus for what can be achieved in the next three years given current constraints, based on eight key cross-system and cross-agency topic areas
- Understand what is currently underway across the agencies, or in the near-future pipeline

- Have participants input into these initiatives and develop further ideas to make them successful
- Explore what we might stop, start, scale and change for the short term

**Who will be speaking and role:**

- MC will be introducing the purpose of this session looking at short term gains we make in the system over the next three years – and introduce Minister Davis who will talk to the current HIIT programme that’s been initiated by Corrections.
- MC will then focus people on the purpose of the session and ask people to break into the 8 focus areas
- Selected people who will lead/provoke conversations at the topic stations will have a minute to pitch their topic areas (see below). The 8 topics are:

• <b>Leading Change</b>	Alison MacPhail – international speaker	TBC by MoJ
• <b>Preventing Harm</b>	Associate Professor Ian Lambie	TBC by MoJ
• <b>Keeping people safe in communities</b>	Kirsti Luke and Tara Boh Blair – international speaker	TBC by MoJ
• <b>More effective responses</b>	Lee Tuuta	TBC by MoJ
• <b>Supporting people in prison and their families</b>	Jeremy Lightfoot	TBC by Corrections
• <b>Supporting whānau</b>	Eugene Ryder	TBC by MoJ
• <b>Improving waiora</b>	Michelle Kidd	TBC by MoJ

Tackling bias	Kylee Quince	TBC by MoJ
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- At panel break-out session topic leads will introduce each topic and provocative ideas and current initiatives to get participants thinking

**Who will be supporting the Summit session and their role:**

- Facilitation crew per topic
- Live scribe per topic

**How does this contribute to the outcomes of the Summit?**

- Builds trust - the sector as a credible change partner by seeing all of the initiatives that are in train
- Collaboration - participation by all to gaining greater oversight of what is being done, or about to be done across the system (communities, agencies, iwi and whānau)

**Outputs include:**

- Items we need to stop: **Burning platforms** (2) sitting behind the short term changes needed, based on the eight topics
- Items we need to start and amplify: Ideas for what needs to **shift (3)** to create a positive system in the short term, based on the eight topics

**Linkages between the sessions:**

- Prior to: Immediately prior to this Minister Little has helped us shift our thinking from past to present, and reminded us that change needs to happen short term, and long term to address different requirements
- After: This helps the next session on long term vision by 'stoking' it with content and ideas that are grounded in pressing needs.

**Number of participants:**

- For each topic - 75 people, in groups of 8

**How are people assigned to the session:**

- People self-select

- Check if people with mobility issues can pre-register

**Room configuration:**

- Move to eight spaces

**Incoming vs outgoing mindset/ feeling:**

- Incoming: May be a little nervous about what to expect as it is the first group activity for the day
- Outgoing: Feel more confident that changes can be made by seeing the immediate actions that can be taken.

**How do we make it Safe, Meaningful, Welcoming:**

- We will make this safe by:
  - Facilitators are trained to encourage conversations with supportive language, and to help participants record their insights
- We will make this meaningful by:
  - Activities recognise that the current pain and trauma must be addressed
- We will make this welcoming by:
  - All participants are encouraged to contribute

**Material inputs:**

- Factsheets with current change initiatives
- Fact and quote cards
- Assignments
- Activity sheets
- 'I just want to make sure this is heard' cards

**Material outputs:**

- Booklet with current change initiatives, chapters link to agreed workstream topics. Initiatives are cross agency. Booklet is a takeaway for participants

**Security:** To be agreed

**Notes:**

- Mobility constraints need to be considered at the beginning in order to reserve places for people who cannot move quickly.

**How the main room will be arranged:**

**Slido:**

- What is your key takeaway of this session?
  - Open answer
- What is your key idea for short term positive change?
  - Open answer

**During lunch:**

- What other ideas do you have for short term positive change?
  - Open answer

## Session 010: Now and Next Runsheet

Time: 9.45am - 12:40pm (2 hours 55 minutes)

Roaming mic

Time		Who	What
9:45am	9:48	Vox pop	#4 What does Justice mean to you
9.48am	9.50am	MC	<u>MC Introduces Minister Davis.</u> Reminder that we will be exploring long term ideas after lunch

9.50am	10:00am	Hon Kelvin Davis	<p><b><u>Hon Davis gives speech</u></b>  Minister Davis will provide an overview of an example of how a short term initiative can make a real difference now in the portfolio.</p>
10:00am	10.03am	MC Topic leads	<p><b><u>MC introduces the purpose of the session</u></b>  This will focus on what is, and can be done right now together to make a more positive criminal justice system  Introduces the 8 topics and topic leads. Participants will be asked to choose one on their return from morning tea.</p> <p><b><u>MC overviews topics:</u></b></p> <ul style="list-style-type: none"> <li>○ Leading Change</li> <li>○ Preventing Harm</li> <li>○ Keeping People Safe in Communities</li> <li>○ More effective responses</li> <li>○ Supporting people in prison, and their families</li> <li>○ Supporting whanau</li> <li>○ Improving waioara</li> <li>○ Tackling Bias</li> </ul>
10.03am	10.33am	MC Everyone	<p><b>Announce Morning Tea</b>  <b>Participants move to wharekai, not to stations</b>  <b>** MC's meet with 17 year olds at the Base**</b></p>

10.33am	10.48am	MC Everyone	<p><b><u>Call back participants into breakouts</u></b> Participants called back into the main room, and invited to go to their topic station of choice</p> <p><i>Participants move to breakout spaces</i></p>
10.48am	10.58am	8 Topic Leads	<p><b><u>Introduce topics</u></b> Each topic leader will speak about their topic Refresh the instructions for the activity</p>
10.58am	11.00am	Lead Facilitators	<p><b>Lead facilitators give instructions</b></p>
11:00am	11:48	<p>Everyone (Participants in groups of 8)</p> <p><i>Lead facilitators will guide participants</i></p>	<p><b><u>Complete Activity</u></b> Explore and engage with what initiatives are currently being done and what is in the pipeline (across agencies)</p> <p>Respond to material (what might we start, stop, scale or change to make a more positive criminal justice system in the short term?) and fill in the worksheet</p>
11.48am	12:13pm	<p>Lead Facilitator</p> <p>Everyone (Participants in groups of 8)</p>	<p><b><u>Stop the groups and introduce debrief</u></b></p> <p><b><u>Topic Group Debrief</u></b> Debrief with the entire topic group, 10 groups of 8 Topic leads up the front expected to feedback to the topic session/ group as a whole <b>Support facilitator is note taking on a whiteboard</b> <b>Lead Facilitator is walking around with the Roaming Mic Person</b></p>

		<i>Group facilitators will guide participants</i>	
12:13pm	12:18pm	MC Everyone	MC ask people to move back to plenary  <b><i>Everyone moves back to plenary seating area</i></b>
12:18pm	12:43pm	MC 8 topic leads	MC introduces whole plenary debrief <b><u>Whole Plenary Debrief</u></b> Topic Leads share key learnings from the session to share with the whole group in plenary (2 mins x 8) <b>LIVE SCRIBING?</b> <b>Slido question: What</b>
12:43pm	12:43pm	MC	<b>MC announces Lunch</b>
<b>Physical</b>			<ul style="list-style-type: none"> <li>• (023) Stat cards - 8 sets (one for each topic) x 12 copies. One set reserved for the panel in each topic, the rest distributed one set per group/table. (Arranged overnight)</li> <li>• (022) Initiative cards - 8 sets (one for each topic) x 12 copies. One set reserved for the panel in each topic, the rest distributed one set per group/table. (Arranged overnight)</li> <li>• (014-021) 8 Question cards (one for each topic) x 12 copies. One question card reserved for the panel in each topic, the rest distributed one question per group/table. (Arranged overnight)</li> <li>• (024) Worksheet handed out at a key point - packers to have ready for support facilitators to hand out to groups</li> <li>• (048) 'I just want to make sure this is heard' cards - 80 cards sitting with panel/facilitation leads within each topic when activity starts</li> </ul>



<b>Digital</b>	<ul style="list-style-type: none"> <li>• (062) Speaker name slide for <b>Hon Kelvin Davis</b> (shown in plenary)</li> <li>• (025) Topic map - Shown on Plenary to show participants where each topic is happening</li> <li>• (026) Topic signage — displayed on TVs next to each breakout area to show which topic will be happening in that space. Also shown on large screen in each breakout if possible.</li> <li>• Slido - live feed of Slido website interface - shown on plenary</li> <li>• VOX pop: Kids 10min clip - playing when coming back to Plenary</li> </ul>
<b>Music</b>	<ul style="list-style-type: none"> <li>• Fade up to send people to morning tea, music plays, ramp and cut to bring people back into plenary. <b>**Morning tea is halfway through this session**</b></li> <li>• Bring people back into plenary from breakouts. Music fades in, ramp/cut.</li> <li>• Fade up to send people to Lunch, music plays, ramp and cut to bring people back into plenary</li> </ul>

**LUNCH 12:43pm - 13:33pm (50 mins)**

## Session 011: Long Term Vision

Time: 13:33pm - 15:12pm (99 mins)

### Purpose of the session:

- Surface the values which will underpin the future criminal justice system
- Shape and make explicit the positive purpose of the Criminal Justice System - what is it that we are aspiring towards?

### Who will be speaking and role:

- MC will guide the activity

### Who will be supporting the Summit session and their role:

- Facilitation crew to capture insights from participants and help direct participants to stations
- Digital live scribe to capture key insights

**How does this contribute to the outcomes of the Summit?:**

- Develop momentum towards a better future
- Unite and empower people to give voice to the future that is meaningful to participants

**Outputs include:**

- Articulations of the future system, and values that underpin it - this will focus our **aspirations** (1) for our justice system

**Linkages between the sessions:**

- Participants will have spent the morning exploring the opportunities for short term change in the system
- This session offers participants to build on all of the discussions and the Summit to date
- This session will run differently to others in that it will be relatively open and free in terms of how ideas are captured, but all groups will need to culminate discussions with three specific outputs: purpose; values and a media headline that brings their vision of the future to life
- Session is followed by afternoon tea break, then the final 'call to action' session that asks participants how they will use the conversations and tools they have used over the course of the Summit.

**Number of participants:** Everyone, 75 groups of 8

**How are people assigned to the session:** People are welcomed to go to the 'station' they were at before lunch; but encouraged to use the rest of room for more space

**Room configuration:**

- Plenary space has been cleared of tables
- Chairs/spaces remain as per previous 'Now and Next' session prior to lunch
- Groups will be encouraged to move to find a space that works for them
- All room divider curtains removed

**Incoming vs outgoing mindset/feeling:**

- Incoming: Participants will arrive from lunch, fuelled and excited knowing that this is their opportunity to design a new future; some might be anxious about seeing material stations
- Outgoing: Participants will feel empowered, heard (they have had their say on what their view of a future system will be) and had a positive experience of making/collaboration

#### **How do we make it Safe, Meaningful, Welcoming:**

- We will make this safe by:
  - Participants will be encouraged to work with people that makes them safe and in a way that works for them. If they don't feel, they are encouraged to find support people
- We will make this meaningful by:
  - This is an opportunity to use language, modes of communication that works for people
- We will make this welcoming by:
  - People are invited to develop a future that they personally believe in.

#### **Material inputs:**

- Energizing activity
- Worksheets that describe the final outputs of the activity
- Range of creative materials
- 3-5 iPads to capture a performance-based outputs

#### **Material outputs:**

- Purpose statements of future criminal justice system
- Values that underpin the future system
- Media headlines from the future that bring to life the future system
- Individual captures of the creative representation of the future

#### **MC Notes**

- Draw inspiration from Tuohoe's 1000 year plan.

**Security:** To be agreed

**How the main room will be arranged:**

**Slido:**

- What values should underpin our future justice system?
  - Open answer - display wordcloud on the screen
- What should be our long term goals for our future justice system?
  - Open answer

## Session 011: Long Term Vision Runsheet

Time: 13:33pm - 15:12pm (99 mins)

Time		Who	What
13:33pm	13:38pm	MC Everyone	MC welcome back from lunch <b><u>Introduce Short Performance</u></b> Everyone watches a Short performance to energise people  <b><u>Introduce long term vision activity</u></b> Indicate what will happen in the activity and give instructions MC will note that it doesn't matter where you sit

			Expect to be interrupted with another activity
13:38pm	13:40pm		Vox Pop #6 : What do you want to be when you go grow up
13:40pm	13:47pm	MC	MC Introduction to the long term activity MC ask participants to move back into breakout spaces <b>Participants move to breakout spaces, self select</b>
13:47	13:52pm		Attendees transition into their groups
13:52pm	14:37pm	Everyone (Supported by Lead and Group Facilitators)	<b>Complete Activity</b> In groups of 8, work through long term vision activity, answering What is the language of the future? What values underpin this future? Why?  Each tables selects one person who will bring their tables Aotearoa Times to the main stage. All other participants return to the plenary.
14:37pm	15:07pm	MC (Supported by audio visual team)	<b>Sharing of Aoteroa Times</b> 64 people will come to the main stage with their copy of the Aotearoa Times. The MCs will interview different people about their page.
15:07pm	15:12pm	MC	<b>MC announces afternoon tea</b>

<b>Physical</b>	<ul style="list-style-type: none"> <li>• (030) A0 worksheet - one per group/table in each of the breakout areas (placed over lunch)</li> <li>• (029) Headline from the future - packers to have ready for support facilitators to hand out to groups</li> </ul>
<b>Digital</b>	<ul style="list-style-type: none"> <li>• Roaming video and mic crew that will show up on the main screen on the plenary</li> <li>• (062) Speaker name slide for <b>Tane &amp; Aka</b> (Singers) (shown in plenary)</li> </ul>
<b>Music</b>	<ul style="list-style-type: none"> <li>• Send people to afternoon tea — Ramp/cut to bring people back</li> <li>• Bring people back into plenary — Ramp/cut to bring people back</li> </ul>

**AFTERNOON TEA 15:12pm - 15:42pm (30 mins)**

## Session 012: A call to action

Time: 15:42pm - 16:29pm (35 minutes)

### Purpose of the session:

- To come together to unite on a personal call to action
- To remind participants of the tools they have used, and have to take back to their communities
- To establish how participants will continue and build momentum when they return home
- To describe what behaviour change will be needed in your role to support the values of your group's long term vision

### Who will be speaking and role:

- MC
- 17 year olds who will lay down challenges to Summit participants

**Who will be supporting the Summit session and their role:**

- Suggested that the Advisory Group are present and visible for this session (*TBC by the Ministry of Justice*)
- Facilitators

**How does this contribute to the outcomes of the Summit?:**

- Close the Summit on a shared aspiration
- People return to their communities and share what they have learned

**Linkages between the sessions:**

- This links participants to the conversations and work they have been involved with, and how they can use this to continue conversations formally, informally, professionally and officially

**Number of participants:** Everyone

**How are people assigned to the session:**

- TBC

**Room configuration:**

- Chairs are positioned around the room - material from the previous session remains in the room, in an organised fashion
- MC and Advisory Group are in the middle

**Incoming vs outgoing mindset/feeling:**

- Incoming: Participants will arrive from afternoon tea, excited from the last session, but also tired - they are aware that they are heading to the final stretch
- Outgoing: Participants will understand that they are expected to remain and continue to be part of the conversation in their communities. They will feel confident to make the contribution and know what tools, materials and further opportunities there are to progress the conversations heard at the Summit

**How do we make it Safe, Meaningful, Welcoming:**

**Material inputs:**

- Behaviour shifts worksheet
- Copies of all tools and materials used during the summit

**Material outputs:**

- Behaviours and actions we need to shift

**Security:** To be confirmed and agreed

**How the main room will be arranged:**

**Slido:**

**Survey:**

- What is the one thing you will do to drive change towards a positive justice system?
  - Open question
- What does your community need to do to drive change towards a positive justice system?
  - Open question
- What one thing does the Government need to do to drive change towards a positive justice system?
  - Open question



## Session 012: A call to action

Time: 15:42pm - 16:29pm (35 minutes)

Roaming mic, slido question

Time		Who	What
15:42pm	15:47pm	MC	MC welcome back from afternoon tea  Signalling we are nearing the end of the Summit and we all have a role to play in making change  Reminding people have access to use their summit tools when they go back into their communities.

15:47pm	16:02pm	MC Young People	<p>MC introduces Young People <b><u>MC interview Young People on Future</u></b> They will describe the future they want to see.</p> <p><b><u>Young people lay down challenge for participants</u></b></p> <ul style="list-style-type: none"> <li>○ What are you going to do to change?</li> <li>○ What is a new behaviour you will adopt?</li> <li>○ What does your community need to keep the conversation going?</li> </ul>
16:02pm	16:12pm	MC Everyone	<p>MC introduces card activity <b><u>Complete Activity</u></b> Can be done physically or on Slido: what is the one thing you need to do? what does government need to do? What does your community want us to understand?</p>
16:12pm	16:29pm	MC	<p><b><u>MC stop activity</u></b> MC identifies post boxes that the cards can be posted at on leaving the Summit.</p> <p><b><u>MC talk about further opportunities</u></b> Further opportunities to remain involved are presented - such as regional hui; feedback on website; connecting between themselves</p>
<b>Physical</b>			<ul style="list-style-type: none"> <li>● (031-033) 6 x Postcards (3 in English &amp; 3 in Te Reo) - Distributed to every seat in Plenary by Packers while participants are at morning tea. Participants randomly get two of the three questions - both English and Te Reo versions for each question.</li> </ul>
<b>Digital</b>			<ul style="list-style-type: none"> <li>● (062) Speaker name slide for <b>Students x6</b> (shown in plenary)</li> <li>● <b>Slido - live feed of Slido website interface - shown on plenary</b></li> <li>● Slide: (064) Carry on the conversation - website address (Shown in Plenary)</li> </ul>

Music

None

## Session 013: Closing of Summit

Time: 16:29pm – 17.00pm

### Purpose of the session:

- To officially close the Summit by MCs

### Who will be speaking and role:

- MCs will lead this session.

### Who will be supporting the Summit session and their role:

- Ministers,
- International Speakers and
- Advisory Group will have a visual role to play in the closing.

### How does this contribute to the outcomes of the Summit?:

- Close the Summit on a shared aspiration.
- People return to their communities and share what they have learned.

### Linkages between the sessions:

- This links participants to the conversations and work they have been involved with, and how they can use this to continue conversations formally, informally, professionally and officially.

**Number of participants:** Everyone

### How are people assigned to the session:

- NA

**Room configuration:**

- Assumption is that we will be in the plenary space

**Security:** To be agreed and confirmed

**How the main room will be arranged:**

**Slido:**

**feedback survey:**

- How would you rate your experience at the summit overall?
  - 1-5 stars
- Which part of the summit did you find most useful?
  - Open answer
- What should we do differently at the regional huis or at future summits?
  - Open answer
- Any final comments or remarks?
  - Open answer

## Session 013: Closing of Summit Runsheet

Time: 16:17pm - 16:32pm (15 mins)

Time		Who	What
16:17pm	16:222pm	MC	<u>MC thanks everyone</u> Thanks people for their ideas and input to rethinking what the criminal justice system could become

16:22pm	17:00pm	Ngati Toa	<u>Ngati Toa close summit</u>
<b>Physical</b>			<ul style="list-style-type: none"> <li>• Ushers collect (031-033) postcards from participants willing to hand them in.</li> </ul>
<b>Digital</b>			<ul style="list-style-type: none"> <li>• Slide: (064) Carry on the conversation - website address (Shown in Plenary)</li> </ul>
<b>Music</b>			Music fades up and plays as people leave.