

WORKSHOP	SHADOW EXECUTIVE COMMITTEE
DATE   TIME	MONDAY 1 <sup>ST</sup> DECEMBER 2014   5.00PM – 8.00PM
LOCATION	FITZROVIA COMMUNITY CENTRE
FACILITATOR	ALISON MATTHEWS
NOTE TAKER	GWILYM HARBOTTLE

## PRE-MEETING PREPARATION

Each Topic Group facilitator to bring with them their notes of the topic group they have chaired and **THREE PRIORITIES FOR THAT GROUP**. These may be issues or ideas and do not need to be expressed yet as policies or solutions. Though any ideas that their groups had for solutions would be very welcome.

## AGENDA

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1.	5mins	<b>Welcome and apologies</b>	Presenter	Facilitator
2.	10 mins	<b>FitzWest Aims</b>	Presenter	Wendy Shillam
3.	30 mins	<b>Topic Group Priorities</b> Three Post-it notes to be placed on papers under the following headings: <ul style="list-style-type: none"><li>• Housing</li><li>• Economic development</li><li>• Urban realm</li><li>• Environment</li><li>• Other</li></ul>	Presenter	Wendy Shillam
		<b>Discussion</b>		
4.	15 mins	<b>What is strategic – what can the plan do?</b>	Presenter	Nick Bailey
5.	20 mins	<b>Evaluation of priorities</b> <b>Three categories:</b> <ul style="list-style-type: none"><li>• Policy (for FitzWest)- <b>Green</b></li><li>• Strategic (for WCC – but possibly for us to monitor or campaign) <b>Red</b></li><li>• Other initiatives (for FitzWest to spearhead) <b>Orange</b></li></ul> (To be highlighted with coloured stars on post-it notes)	Presenter	Wendy Shillam
6.	10 mins	<b>6.20PM</b> <b>Wine/ Tea and Mince Pies</b> (WS to provide)		

## FITZWEST

c/o Fitzrovia Community Centre

2 Foley Street

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7. 10 mins **6.30 Process - Road map** **Presenter** Alison Matthews
8. 50 mins **6.40 What do we need to do when, and how should we do it?** **Presenter** Alison Matthews
- Community engagement**
- **Topic groups**
  - **Meetings with business, community groups, people**
  - **Questionnaire**
  - **Website, newsletter, Twitter, Commonplace, etc**
  - **Public meetings**
- Building the evidence base**
- **WCC data and policies - meet with Tom Kimber**
  - **Research other areas' solutions**
  - **Input from community engagement**
- Resources**
- **Committee members**
  - **Topic groups**
  - **Other Forum members**
  - **Outside (paid) help**
  - **Funding**
9. 20 mins **7.30 Allocation of tasks – commitment to carry out those tasks** **Presenter** Wendy Shillam
10. 5 mins **7.50 Sum up, overview of future tasks** **Presenter** Wendy Shillam
13. 2mins **Date of next meeting** **Presenter** Facilitator
14. **END 8.00pm** **Presenter** Facilitator

2015 Meetings - All meetings 6.00pm – 7.30pm

<b>Date</b>	<b>Venue</b>	<b>Facilitator</b>	<b>Note taker</b>
Wed 14 Jan 2015	9a Margaret Street	NB	BW
Mon 2 Feb	Community Centre Foley St	GH	DC
Wed 4 March	9a Margaret St	IM	GH
Mon 6 April	Community Centre	SB	AM
Wed 6 May	9a Margaret St	DC	WS
Mon June 1	Community Centre	BW	YB
Wed July 1	9a Margaret St	YB	IM
Mon 7 September	Community Centre	AM	NB
Wed 4 November	9a Margaret St	WS	SB