



# City Council Retreat Overview

**Participants:** City Council Members and City Leadership Team

**Methodology:** Creative Strategy Solutions primarily employs the Technology of Participation (ToP®) group facilitation methods developed by the Institute of Cultural Affairs and practiced around the world over the past 40+ years. ToP methods create a space where bold, visionary ideas and pragmatic realism complement each other seamlessly.

**Philosophy:** As a certified ToP® facilitator, core to my approach is the belief that the most robust, creative, and sustainable solutions come from embracing diverse viewpoints.

## Day 1: Friday, March 24<sup>th</sup>, 2023

Part 1: Situational Assessment & Context Audit	
This segment will:	Product:
<ul style="list-style-type: none"> <li>-- Assess the internal and external factors that will impact the city's work</li> <li>-- Share perspectives to build an inventory of the realities of the external environment</li> <li>-- Compile a shared understanding of the full context in which the planning is being undertaken and apply insights to the path ahead</li> <li>-- Create a comprehensive and shared context</li> </ul>	Documentation capturing the situational data and/or a compiled analysis summary with clearly articulated implications for how that will inform the work ahead forming a foundation for the retreat.
Part 2: Council Priorities	
This segment will:	Product:
<ul style="list-style-type: none"> <li>-- Identify criteria to shape prioritization</li> <li>-- Make tactical decisions on concrete accomplishments</li> <li>-- Ensure consensus around critical priorities</li> <li>-- Engage staff responsible for implementation</li> <li>-- Develop benchmarks and progress way points</li> <li>-- Provide robust direction to staff to support targeted, effective implementation</li> </ul>	Compiled Strategic Implementation Framework with success measures and prioritized benchmark deliverables for each Priority Area for 2023/24, providing tactical clarity and momentum.

## Day 2: Saturday, March 25<sup>th</sup>, 2023

Part 3: Working Together as a Governance Team	
This segment will:	Product:
<ul style="list-style-type: none"> <li>-- Develop alignment across the governance team as a collaborative entity</li> <li>-- Articulate a shared picture of desired team culture and practices</li> <li>-- Commitment to advance the identified practices</li> </ul>	A framework of practices that will support an effective and thriving governance team.
Part 4: Looking Ahead to Strategic Planning	
This segment will:	Product:
<ul style="list-style-type: none"> <li>-- Identify the <b>Why Now?</b> for Strategic Planning</li> <li>-- Discern the planning focus</li> <li>-- Consider the next steps</li> </ul>	An agreed focus and consensus around next steps.
Part 5: Approaches to Community Engagement	
This segment will:	Product:
<ul style="list-style-type: none"> <li>-- Review existing sources or channels of community input</li> <li>-- Identify information needed and target groups, organizations, and constituents</li> <li>-- Consider potential approaches for effective community engagement</li> </ul>	Compiled Council input on priority groups and agreed next steps.