



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 24th, 2023

Part 1: Situational Assessment & Context Audit	
This segment will:	Product:
-- Assess the internal and external factors that will impact the city's work -- Share perspectives to build an inventory of the realities of the external environment -- Compile a shared understanding of the full context in which the planning is being undertaken and apply insights to the path ahead -- Create a comprehensive and shared context	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:
-- Identify criteria to shape prioritization -- Make tactical decisions on concrete accomplishments -- Ensure consensus around critical priorities -- Engage staff responsible for implementation -- Develop benchmarks and progress way points -- Provide robust direction to staff to support targeted, effective implementation	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 25th, 2023

Part 3: Working Together as a Governance Team	
This segment will:	Product:
-- Develop alignment across the governance team as a collaborative entity -- Articulate a shared picture of desired team culture and practices -- Commitment to advance the identified practices	A framework of practices that will support an effective and thriving governance team.
Part 4: Looking Ahead to Strategic Planning	
This segment will:	Product:
-- Identify the Why Now? for Strategic Planning -- Discern the planning focus -- Consider the next steps	An agreed focus and consensus around next steps.
Part 5: Approaches to Community Engagement	
This segment will:	Product:
-- Review existing sources or channels of community input -- Identify information needed and target groups, organizations, and constituents -- Consider potential approaches for effective community engagement	Compiled Council input on priority groups and agreed next steps.