

CA STRATEGIC PLANNING WORKSHOP

22 MAY 1995

File.

PROGRAMME

Time	Activity	Detail
12:00 - 12:15 Introduction	Down memory lane Achievements to date - quick overview of work done / successes	Identify five key indicators that you will use to report on your achievements - quality - quantity - impact - how can you prove this?
12:15 - 1:15	The failures and weaknesses we will look at later	
2:00 - 4:00 4:00 - 4:15 Tea	Shift to present and future Focus on target group / s and primary product / s - define the target group/s - define the product/s - define the relationship between the two - revisit indicators	Trying to establish the overall goal that drives all the work - i.e. the ultimate benefits Establishment of purpose - what target groups will be able to do as a result of inputs (i.e. the work you do)
4:15 - 6:00 6:00 - 6:30 Supper	Getting more focused and strategic - Review of the major areas of input (or the major task areas) e.g. Media, Publications, Community Liaison - Strategic approaches for each input area - Horizontal and vertical articulation - Indicators to test strategy	This is where we need to get real creative to effectively combine the following: - strategy - articulation - indicators for success (assessment built in) At this point the time frame is added as a factor Strategy simply means putting things in place with a great deal of thought. We will test the main strategies with "what if" scenarios
6:30 - 8:00	Planning - Operational plan for each major input area - this includes noting variables and assumptions (e.g. strengths / weaknesses)	Each operational plan will have a maximum of six major task areas within it. The planning will be at a team level representing the major areas of work to be done
8:00 - 8:30	Way forward - Agreeing on the process that needs to be pursued and a monitoring function to assess ongoing progress.	There will be no time for individual planning or for looking at the finer details of each input area Also no time for reviewing and dealing with the weaknesses and strengths of each major input area

We have limited time. Much work will still be needed to complete the above process to help ensure high productivity, common purpose and vision and the meeting of deadlines.

Shaun Samuels

C.L. outreach

- Started a dot later

shots - plan, staff, equipment - do it 1st time w/o trial & resources.

- C.L. → outreach: face to face (Road & Case.) Grassroots

↳ Submissions Education

3 Project: CPMS
Setas →
CEP.

→ Rural & Disadvantaged

→ Key plays for Mear → 10,500

(15.)
all except initial.

↓ Rural & Disadvantaged

- input support of Meds, Secret & Admin + Staff genef

- Report - Status Quo - except for shift in emphasis to education

- Political Questions unanswered

→ eg. Status of draft
- non-canonous draft

- Publications Unit + Padro

- feedback on submissions

- Collaboration ~ C.L. + Meds

- credible that submissions not taken seriously

① CPMS

② Setas

③ CEP → list of publications

④ two 4pm →

- generate to convene Meds & C.L.

↳ within 3 wks

↳ Circulation by 7th June

also do workshop for faculty before June

↳ Fine frame politicians before end of June - before 12 June 1985