**Example Agenda for a 2 or 3 hour consultation session**

**The Ontario Food and Nutrition Strategy: A Plan for Healthy Food and Farming**

For a 3 hour session, consider following a similar agenda, but providing more time for conversations

**NOTE: THERE ARE 2 OPTIONS FOR THIS AGENDA INCLUDED HERE**

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| **Time** | **Topic** | **Activity** | **Content** | **Resources** |
| MAKE SURE THAT YOU RECORD WHO PARTICIPATED and that you CAPTURE FEEDBACK | | | | Consultation Event Sign in Form |
| 3 minutes | What are we consulting on and why? | Presentation | \* We are consulting today to help make a strategy that works across government and with partners to promote and support healthy eating and access to healthful food\*, improve health and reduce health care costs, and strengthen the economy through a sustainable and environmentally sound food system.  \*Groups all across the province who work in food or farming are providing input to make sure that this strategy is as comprehensive as possible and that it will support creating a food system that benefits all of us.  \* Timeline for creating the strategy and rolling it out:  - First round of consultation April 24- May 31  - The revised strategy is released June 15  - Second round of consultation June 16-July 1  - Strategy released July 15  - July 15 🡪 strategy is used to inform Local Food Act, Childhood Obesity Strategy, and to push for better food policy overall  \* Feedback most wanted - new ideas; -catching anything that might undermine your work or goals; evidence and stories | Slides 1-6 of Ontario Food Strategy Slides |
| 2 minutes | History |  | \*History of this strategy:  2009 - the Ontario Collaborative Group on Healthy Eating and Physical Activity (OCGHEPA) identified that a Food and Nutrition Strategy was fundamental to advancing their goals  2009-2011 - OCGHEPA investigated strategy options and players and created 2 reports  2011 - 2 rounds of consultation with relevant ministries and some provincial food, health and farming groups  2011 – creation of a “Design Team” to write a draft strategy and design a consultation process  early 2012 – Draft strategy released  Now- consultation | Slides 7-8 of Ontario Food Strategy Slides |
| 3 minutes | The Vision, Values Goals, and Expected Outcomes | Presentation | Present draft visions, values, goals and expected outcomes | - Slides 9-12 of Ontario Food Strategy Slides  - Page 1 & beginning of page 2 of Ontario Food Nutrition Strategy Draft April 24 |
| 15 minutes | Reflecting on the draft | Group conversations | Talk in small groups (2-10 people/group) then share with the larger group (if there is one)  Reflecting on the visions, values, goals and expected outcomes consider some or all of the following questions  \* Which elements do you feel will most advance or support your work?  \*What is missing?  \*Is there anything that will undermine your work?  \* Which vision do you prefer? | - Vision Goals Outcomes Form (paper or electronic version)  - General Feedback Form  Printable feedback forms are available at http://sustainontario.com/ofns-resources |
| 10 minutes | TAKE A BREAK | | | |

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| **OPTION 1 - GO THROUGH 2 TARGETS** | | | | |
| 10 minutes | Targets Round 1 | Reading OR Presentation | Pick targets from one topic area to review and give feedback on OR break into groups and give different groups different topics.  Topic areas are:  1. [Food Access](http://sustainontario.com/9634-2)  2. [Food Skills and Literacy](http://sustainontario.com/ofns-feedback-outcome-2)  3. [Health and Nutrition](http://sustainontario.com/ofns-feedback-outcome-3)  4. [A Diverse and Sustainable Food System](http://sustainontario.com/ofns-feedback-outcome-4)   5. [A Strong Food Economy](http://sustainontario.com/ofns-feedback-outcome-5)  6. [Effective Monitoring and Evaluation](http://sustainontario.com/ofns-feedback-outcome-6)  7. [Engaged Decision-Making](http://sustainontario.com/ofns-feedback-outcome-7)  Present the Targets for that area either using power point if everyone is doing the same area OR have one person in each small group read the targets out loud. Provide everyone with the appropriate target feedback form so that they have the targets in print | - The relevant topic area(s) of Ontario Food Nutrition Strategy Draft April 24  1. [Food Access](http://sustainontario.com/9634-2) (p 2-5); Power Point slide 14  2. [Food Skills and Literacy](http://sustainontario.com/ofns-feedback-outcome-2)  (p 5-8)  Power Point slide 15  3. [Health and Nutrition](http://sustainontario.com/ofns-feedback-outcome-3) (p 8-10)  Power Point slide 16  4. [A Diverse and Sustainable Food System](http://sustainontario.com/ofns-feedback-outcome-4) (p10- 12)  Power Point slide 17   5. [A Strong Food Economy](http://sustainontario.com/ofns-feedback-outcome-5)  (p12-14)  Power Point slide 18  6. [Effective Monitoring and Evaluation](http://sustainontario.com/ofns-feedback-outcome-6) (p 14-15)  Power Point slide 19  7. [Engaged Decision-Making](http://sustainontario.com/ofns-feedback-outcome-7) (p15-16)  Power Point slide 17  Feedback forms available at http://sustainontario.com/ofns-resources |
| 10 minutes | Additional Ideas | Group conversation | Talk in small groups (2-10 people/group)  Do you have any ideas to add? |  |
| 7 minutes | Prioritizing | Group conversation | Which of these are MOST important? |  |
| 5 minutes | Identifying risks | Group conversation | Would any of these undermine your work or your goals? |  |
| 5 minutes | Sharing Resources | Group Conversation | Do you have any stories or know of any studies or reports that support these recommendations |  |
| 10 minutes | Targets Round 2 | Reading OR Presentation | Present the Targets for a second area either using power point if everyone is doing the same area OR have one person in each small group read the targets out loud. Provide everyone with the appropriate target feedback form so that they have the targets in print |  |
| 10 minutes | Additional Ideas | Group conversation | Talk in small groups (2-10 people/group)  Do you have any ideas to add? |  |
| 7 minutes | Prioritizing | Group conversation | Which of these are MOST important? |  |
| 5 minutes | Identifying risks | Group conversation | Would any of these undermine your work or your goals? |  |
| 5 minutes | Sharing Resources | Group Conversation | Do you have any stories or know of any studies or reports that support these recommendations |  |
| 10 minutes |  | Sharing | Share key points with large group |  |
| 2 minutes | Wrap up | Gather Forms  Presentation | \*THANKS for participating!  \*Make sure you’ve signed in. If you want to receive the revised draft strategy make sure you’ve included your email.  \*There is a much longer draft with targets, strategies and actions, and policy suggestions. If you’re interested in providing feedback on more of the strategy go to  <http://sustainontario.com/initiatives/ontario-food-and-nutrition-strategy>  \* please hand in any forms that you’ve used | - Slide 21 of Ontario Food Strategy Slides |

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| **OPTION 2- GO THROUGH ALL ELEMENTS OF ONE OUTCOME AREA** | | | | |
| 15 minutes | Targets, Strategies and Policies | Reading OR Presentation | Pick one topic area to review and give feedback on OR break into groups and give different groups different topics.  Present the Targets, Strategies and Policies for that area either using powerpoint if everyone is doing the same area OR have everyone read this element. If there might be challenges with English literacy or vision impairment in your group, make sure that pieces are presented or read out loud. Provide everyone with the appropriate target feedback form so that they have the targets in print. | There is no power point provided for ALL elements of the strategy. Please use the feedback form for the relevant Outcome Area.  Printable feedback forms are available at http://sustainontario.com/ofns-resources |
| 15 minutes | Additional Ideas | Group conversation | Talk in small groups (2-10 people/group)  Do you have any ideas to add? |  |
| 15 minutes | Prioritizing | Group conversation | Which of these are MOST important? |  |
| 10 minutes | Identifying risks | Group conversation | Would any of these undermine your work or your goals? |  |
| 10 minutes | Sharing Resources | Group Conversation | Do you have any stories or know of any studies or reports that support these recommendations |  |
| 10 minutes |  | Sharing | Share key points with large group |  |
| 2 minutes | Wrap up | Gather Forms  Presentation | \*THANKS for participating!  \*Make sure you’ve signed in. If you want to receive the revised draft strategy make sure you’ve included your email.  \*There is a much longer draft with targets, strategies and actions, and policy suggestions. If you’re interested in providing feedback on more of the strategy go to  <http://sustainontario.com/initiatives/ontario-food-and-nutrition-strategy>  \* please hand in any forms that you’ve used | - Slide 21 of Ontario Food Strategy Slides |

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| AFTER THE EVENT | INPUT INFORMATION | If you can, please input feedback into the forms at <http://sustainontario.com/initiatives/ontario-food-and-nutrition-strategy/give-feedback/ofns-feedback-forms-page>  If that is not possible, you can email feedback to [strategy@sustainontario.ca](mailto:strategy@sustainontario.ca) or mail forms to Sustain Ontario 365-401 Richmond St W/Toronto ON/ M5V 3A8 | USE THE FORMS  \*About You (required)  \* [General Feedback](http://sustainontario.com/form-general-feedback)  \* [Vision, Goals, and Outcomes](http://sustainontario.com/ofns-vision-goals-outcomes)  \* Feedback forms for each outcome area |