



Spennymoor Town Board

Date **Wednesday 5 June 2024**
Time **3.30 pm**
Venue **Conference suite, Whitworth Park Academy, Whitworth Lane,**
 Spennymoor DL16 7LN

Business

- 1 Welcome and Introductions
- 2 Declarations of Interest
- 3 Minutes of the meeting held on 17 April 2024 (Pages 3 - 8)
- 4 Matters Arising
- 5 Programme Update (Pages 9 - 22)
- 6 Communications
- 7 Forward Plan Dates / Focus for Board and Working Group Meetings
- 8 Visioning Workshop
- 9 Feedback from Consultation and Co Design Sessions - A Vision for Spennymoor 2034
- 10 Any Other Business
- 11 Date of Next Meeting

Helen Bradley
Director of Legal and Democratic Services

County Hall
Durham
30 May 2024

To: **The Members of the Spennymoor Town Board:**

J Allen, A Boddy (Chair), D Davison, I Geldard, B Graham, A Harhoff,
L Maddison, D Ranyard, E Scott, D Stone and Revd Canon M Tarling.

Contact: Democraticservices@durham.gov.uk

DURHAM COUNTY COUNCIL

At a Meeting of **Spennymoor Town Board** held at Livin', Farrell House, A2
Arlington Way, Spennymoor on **Wednesday 17 April 2024 at 3.00 pm**

Present:

A Boddy, Chief Executive Livin' (Chair)

Board Members:

| | |
|-------------------------------------|--|
| A Petty (substitute for J Allen) | County Durham and Darlington Police and Crime Commissioner |
| Councillor E Scott | Cabinet Portfolio Holder for Economy and Partnerships, DCC |
| Councillor L Maddison | Local Member, DCC |
| Councillor D Ranyard | Spennymoor Town Council |
| A Harhoff | Corporate Director of Regeneration, Economy and Growth, DCC |
| I Geldard | Spennymoor Town FC |
| D Stone | Whitworth Park Academy |
| B Graham | Community Representative |

Officers:

| | |
|------------|---|
| A Kerr | Head of Economic Development, DCC |
| G Wood | Economic Development Manager, DCC |
| J Anson | Community Economic Development Manager, DCC |
| K Monaghan | Project Manager, DCC |

Apologies:

Apologies for absence were received from D Davison, J Allen and
Revd Canon M Tarling.

1 Chair Welcome and Introductions

The Chair welcomed everyone to the first Spennymoor Town Board meeting
and introductions were made.

The Corporate Director of Regeneration, Economy and Growth provided the
Board with the background to the allocated government funding for the Long
Term Plan for Towns (LTPT) programme.

2 LTPT Governance and Operational Arrangements

The Board considered a report of the Corporate Director of Regeneration
Economy and Growth which set out the governance arrangements for the
formation and operation of the Board, to ensure compliance with the

established programme guidance. The report also set out working arrangements to ensure effective Board operations including the communication of Board related activities (for copy see file of minutes).

The Economic Development Manager provided the Board with a detailed presentation that focused on:

- Government Guidance and Key Requirements;
- Board Composition;
- Terms of Reference;
- Code of Conduct;
- Communications Strategy and Equality and Diversity Strategy;
- Next Steps.

The Board discussed the governance arrangements and queried the funding timeline, report sharing and the decision making process.

It was noted that the approval process of the official statement would be quick and the funding timeline would depend on certain circumstances. Activities that provided value for money and standard investment plans would receive approval within 6 to 8 weeks, however anything contentious in terms of activities may be a longer process for approval. It was expected that the first investment approval would be received by the end of September 2024. There was flexibility in terms of how the money could be used therefore work could be undertaken within the first three-year cycle then could build the bigger programmes later in the process.

It was highlighted that the communications strategy should be more specific to the Town Board to provide more clarity. The Economic Development Manager explained that Durham County Council had capacity to provide support for the Boards messaging and government guidance had an expectation to also reference how the communications strategy reflected wider organisation in terms of the regeneration agenda and wider activity in the county. He advised that the document would be revised to provide more clarity.

The Economic Development Manager provided clarity in relation to the Board membership and advised that the membership table in the Terms of Reference document would be amended to show the organisation providing representation to the Board.

With regards to decision making authority, The Economic Development Manager advised that the forward plan indicated the issues to be discussed at future meetings and Working Groups would operate around different themes, therefore the issues that may impact organisations would be telegraphed in advance and would be managed thought out the process. The

Chair added that the lead up to decisions being made would be discussed in advance via Working Groups and discussions would take place outside Board meetings. Decisions would have to be made at key milestone points of the process and there would be a degree of delegation. With regards to press communication and operating within governance constraints, it was noted that press communication would be the responsibility of the Chair of the Board and Cabinet Portfolio Holder as representative for the Accountably Body.

With regards to ensuring consistency when determining the visioning document and investment strategy, it was suggested that deputy representatives be provided.

With regards to publishing papers and sharing information, the Economic Development Manager advised that meeting reports would not be published, however, agendas and a decision note, once agreed by the Board would be published on the website. It was acknowledged that any information that impacted the Town Councils budgeting or policy, the Town Council Clerk would be notified and would make their own view how that should be represented. The Code of Practice and Terms of Reference principals were to be used to ensure that information and statements were within what had been agreed as a collective and communicated as a Board.

The Corporate Director of Regeneration Economy and Growth advised that a guidance note would be produced to provide clarity on report sharing.

Resolved:

That the recommendations in the report be agreed.

3 Programme Update

The Board considered a report of the Corporate Director of Regeneration Economy and Growth which provided an overview of the Long-Term Plan for Towns Programme and set out the actions and activities initiated to ensure a Town vision and accompanying 3 Year investment plan can be submitted to Government by 1 August 2024 (for copy see file of minutes).

The Economic Development Manager provided the Board with a detailed presentation that focused on:

- Core Investment Themes: Safety and Security, High Streets Heritage and Regeneration and Transport and Connectivity;
- Vision Statement and Aims;
- Specialist Co-Design Consultancy Support;
- Consultation Activity and Community Engagement;
- Next Steps.

With regards to a query regarding the accessibility audit, the Economic Development Manager advised that initial focus would be within the town centre and other accessibility issues would be picked up as part of the wider footprint of the Long-Term Plan area. A more detail map of the boundary area was on Durham County Councils website and would be circulated to Board Members.

It was noted that a lot of work had been undertaken by the PCC, DCC and partner agencies with regards to antisocial behaviour and would be beneficial to link in with programmes already established and other areas of match funding.

With regards to consultation and community engagement, the Economic Development Manager advised that the questionnaire was a community dialogue which would be monitored and fed into the Working Groups and then reported to the Board to help form the vision and investment plan. It was requested that Board Members contact the Project Manager if they were involved in any large-scale activities or events where there would be an opportunity to consult the public. It was noted that consultancy specialists would engage with key stakeholders, the Youth Council and Board Members individually.

The Chair suggested that a framework would be useful to allow Board Members to seek views from their organisation prior to those discussions. He added that the halfway analysis would be very useful in providing a perspective on the issues raised.

Resolved:

That the recommendations in the report be agreed.

4 Forward Plan

The Board received a report that suggested the forward plan of meetings of the Board and agenda items (for copy see file of minutes).

With regards to Working Groups, the Economic Development Manager asked that Board Members contact the Project Manager with regards to involvement in a particular area of Working Group arrangements. Organisations have been identified and details would be circulated. Board Members were welcome to suggest further organisation or stakeholder representation within the themed areas.

It was proposed that future Board meetings be held at Livin' at 3.00 pm.

5 Any Other Business

Declarations of Interest Forms

Board Members were asked to return Declaration of Interest forms within two weeks in order for them to be published on the website.

The Economic Development Manager added that Board Members would be listed on the website and requested a photograph be provided.

6 Date of Next Meeting

5 June 2024 at 3.00 pm.

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Spennymoor Town Board5th June 2024**Programme Update****Report of****Amy Harhoff Corporate Director of Regeneration, Economy and Growth****Purpose of the Report**

- 1 The Purpose of this report is to provide Board members with a progress update of the consultation period for the Long-Term Plan for Towns Programme and to set out the activities initiated and consultation feedback to ensure a Town vision and accompanying 3 Year investment plan can be submitted to Government by 1 August 2024

Background

- 2 The Long-Term Plan for Towns was announced as an endowment-style approach. This means that funding, of approximately £20million, will be released against a profile to the Accountable body and the Board has the flexibility to spend it over 10 years.
- 3 The Fund will be a mixture of capital and revenue, including capacity funding to support the set-up and ongoing management of the fund by the council, as well as support provided centrally from Government.
- 4 The Long-term Plan for Towns funding will accelerate regeneration efforts already underway in the town, building on £7.5 million of public and private sector investment. This includes the redevelopment of the former Festival Walk precinct; improving car parking facilities; enhancing the public realm in the Market Place; creating a new public space in Cheapside; and a programme of investment in Spennymoor Leisure Centre, including the relocation of the town library.
- 5 To access their allocation, each Town is being asked to submit a Long-Term Plan to Government, for approval. This will comprise of a 10-year vision and 3-year investment plan required by 1 August 2024.

Governance - structures

- 6 To assist with this Durham County Council Technical Officer Groups have been created to provide expert information and in line with programme

guidance to identify and align current and planned activity across the LTPT area and is attached as **Appendix 2**.

7 The funding is directed at three investment themes, and in line with previous Board discussions Sub groups have been formed providing the opportunity for Board members and a wider stakeholder group to meet and identify issues to assist in creating a resilient town for people and investment attached as **Appendix 3** The themes are:

- Safety and Security
- High Streets, Heritage and Regeneration
- Transport and Connectivity

8 The groups meet monthly, two weeks before the Spennymoor Town Board Meeting.

Further Programme Guidance

9 Government recently provided a further [programme guidance](#) published in May 2024, building on the initial and further guidance and a technical Q&A note issued in March.

10 The main development set out in the guidance is the further clarity provided over the 1 August submissions which consist of :-

10-Year Vision:

- Clearly articulate the town's strategic direction for the next decade.
- Highlight key challenges and opportunities.
- Demonstrate how funding will be targeted for maximum impact over 10 years.

3-Year Investment Plan:

- Detail how we will utilize the first £6 million of funding (years 1-3).
- Outline specific interventions for each investment theme:
 - Safety and Security
 - High Streets, Heritage & Regeneration
 - Transport & Connectivity
- Show a clear allocation of funds for each intervention.
- Include a timeline for delivery and procurement strategy (if applicable).

Demonstrate strong evidence of community consultation to shape these priorities.

- 11 There is no formal template for submission, however the document is expected to follow the structure set out below. Towns are being encouraged to make use of diagrams, maps, and charts to support the narrative and may make use of relevant sub-headings where required.

| Section | | Content Requirement |
|---------|---|---|
| 1 | Geography | A map in PDF format, reflecting either the default ONS Built-Up Area geography or any revisions to that geography agreed with DLUHC Ministers |
| 2 | Vision Statement | A 250-word (max.) vision statement that articulates the vision for the future of the town and how success will be judged. |
| 3 | Strategic Case for Change | The strategic case for change in the town, building on the evidence in the data pack already provided by the department. This should be supported by additional, granular localised data and case studies. We will set out a page limit (TBC) for this, to avoid excessively long responses. |
| 4 | Outcomes and Objectives | The long-term change the Town Board would like to see in the town using the Long-Term Plan for Towns funding and how those objectives align with the priorities of the local community, including what local people think needs fixing, the opportunities the investment offers over the decade, and priority outcomes for 2034 and beyond. Further information on this will be included in the draft templates for submission, which will be shared in due course. |
| 5 | Areas of Intervention | |
| i | Safety & Security | Setting out the planned direction of travel across the three investment themes of the programme and, where known, an indication of the types of intervention that may be used to help achieve this vision. The 10-year vision does not need to go into detail regarding specific planned interventions and 'project level' data. This information will be captured within the three-year investment plan. |
| ii | High Street Heritage and Regeneration | |
| iii | Transport and Connectivity | |
| 6 | Alignment with wider Investments | Where appropriate, a short summary outlining how the 10-year vision for the Long-Term Plan for Towns programme aligns with and complements existing government programmes and investments. |
| 7 | Community and Stakeholder Engagement & Participation | Evidence of the Town Board's community engagement to date and ongoing commitment to being engaged with local stakeholders, including through its membership, ways of working and distinction from the local authority, and evidence of buy-in from local businesses, civil society, and communities. |
| 8 | Other Investment Leveraged | How the Town Board will attract and maximise opportunities for private, public, and philanthropic investment, setting out |

| | | |
|----|----------------------------|--|
| | | existing commitments and plans to secure further support going forwards. |
| 9 | Governance | An outline of the roles and responsibilities within the Town Board. This should include: - governance structure for the programme, i.e., the relationship between the Town Board, accountable body, and any other parties; - a narrative indicating how the programme will be managed in line with the Nolan Principles and the principles of managing public money (regularity, propriety, feasibility, value for money whilst making sure that the objectives and outcomes of the programme are delivered); - a high-level overview of the route to market and process for appraising and approving investments. |
| 10 | Delivery Milestones | High-level delivery milestones over the 10-year lifespan of the programme, with an overview of potential future interventions and how the powers in the policy toolkit will be used in a way that best suits the town across the three investment themes. |
| 11 | Assurance | High level indication of how the local authority will obtain assurance that the programme is delivered in line with Best Value and Managing Public Money. |

- 12 The Guidance builds on previous documentation setting out in more detail the ‘on menu interventions already tested and accepted by DLUHC as providing good value for money. Investment plans containing Interventions from the on menu list will receive more rapid assessment. Details of the on menu interventions are set out at **Appendix 4**. Should a Town Board wish to pursue one of these interventions a business case will not be required.
- 13 Towns should decide which Investment Themes and Intervention Categories to include on their Plan based on the output of the community engagement.

Perceptions and Priorities Consultation

- 14 The initial consultation went live at the beginning of April and is ran until 31st May , concluding after the Family fun day in the town centre. The consultation delivered online and through face to face events provide a broad response from different age groups and the various communities across the town.

Face To Face Consultation Programme

- 15 Commencing 8th April officers were available across several community venues in the town to discuss the LTPT programme and to seek views on the potential interventions which need to be explored.

- 16 Co Design Consultants, Urban Foresight were appointed to enhance the engagement and development of priority interventions. A programme of Stakeholder consultations have been held at:
- Spennymoor Youth and Community Centre on Monday 8 April, 10.00am to 3.30pm
 - Spennymoor Youth and Community Centre on Monday 15 April, 10.00am to 3.30pm
 - Tudhoe Community Centre on Thursday 18 April, 5.00pm to 7.00pm
 - St Paul's Centre on Monday 22 April, 10.00am to 3.00pm
 - Middlestone Moor Community Centre on Monday 29 April, 5.30pm to 7:30pm
 - Spennymoor Youth and Community Centre on Wednesday 1 May, 6.00pm to 8.00pm
 - Spennymoor Leisure Centre on Tuesday 7 May, 3.00pm to 7.30pm
 - Spennymoor Leisure Centre on Thursday 23 May, 4.00pm to 7.00pm (this drop in session is aimed at local businesses)
 - the Spennymoor Vibrancy event at Spennymoor Market Place on Saturday 25 May, 11.00am to 4.00pm
- 17 Following the first round of engagement the number of residents engaging has been assessed with the potential for a further programme of engagement to be undertaken once the vision and initial investment plan is drafted.
- 18 The programme of community venue face to face opportunities will be supplemented by attendance at large scale events in the town and will include the Spennymoor Gala day.

Specialist Co-Design Consultancy Support

- 19 Following procurement exercise, Urban Foresight a Newcastle based multi-disciplinary consultancy were appointed to provide specific co-design support to the development of the Vision and Investment Plan.
- 20 Urban Foresight have been engaging with stakeholders, including community members, businesses, experts, and end-users, in collaborative design processes.
- 21 Consultants have also attended local schools to seek the views of pupils and students, total student numbers across the three schools is approximately 1500. A breakdown of engagement figures across the various events is detailed below:

- Ox Close Primary School and Middlestone Moor primary school children spoken to directly which consisted of 10 classes across two primary schools.
- Whitworth Park Secondary School pupils engaged via presentation– 900 presented to 5 assemblies.
- Whitworth Park Secondary school pupils engaged directly – 30 at lunchtime drop-in sessions.
- 50 people spoke with the consultants at the Family Fun Day.
- The number of Surveys received as of 29 May is 266 and 60 paper consultations
- Business specific drop in event - 11 people representing 7 different organisations.
- On the street engagement – 40 people engaged.
- Organisations that agreed to send out to their databases and through their channels:
 - Livin Housing
 - Spennymoor Town FC
 - Spennymoor Youth and Community Association
 - South Durham Enterprise
 - Spennymoor Settlement
 - ALP – Sent out to all parents of all secondary and primary pupils in Spennymoor

Next Steps and Ongoing Activity

- 22 The planned workshop session with the Town Board will provide a focus on defining the Vision for Spennymoor and framing the priorities for the investment plan, which will be developed through the sub groups and reported at the next Board meeting.
- 23 Fortnightly meetings with Urban Foresight have commenced in line with their proposal with regular feedback from engagement events informing the project report scheduled for w/c 24 June attached as **Appendix 5**
- 24 Further background data is currently being collected to support the vision statement and investment plan. This includes:
 - Town Centre survey – annual vacancy assessment scheduled with Spennymoor prioritised to fit submission timelines
 - Retail and Leisure Gaps and Capacity Study has been commissioned and a report will be available by early July.
 - A series of car park surveys have been commissioned to assess car park usage across the town. Aldi have confirmed they will share data on their car park usage.

- Asset & investment mapping – identifying public assets and known planned investments to support the vision submission
- 25 Further Board member recruitment will be reported following discussions at the April meeting. The Youth Representative is now expected to be confirmed in July given the current exam period impacting on Young Person availability.
- 26 Next Spennymoor Town Board meeting is Wednesday 10th July , 3-5pm at Livin offices.

Recommendation(s)

- 27 Board is recommended to:
- i. Note the progress with consultation and engagement events to underpin the LTPT programme submission.

Author(s)

Graham Wood, Economic Development Manager

Appendix 1: Implications

Legal Implications

None associated with this report.

Finance

Government have confirmed the ability of local areas to carry forward unspent allocations in line with their Investment Plans.

An initial £50,000 Capacity funding allocation was received in 2023/4 with a further £200,000 released in April, linked to commencing Board meetings and confirming initial governance requirements are in place. It is understood Spennymoor was one of the first Town Boards to pass the governance checks and receive this further funding.

Consultation

The LTPT programme has co design and extensive consultation at its core. Co-design programme being delivered by sector specialists.

Equality and Diversity / Public Sector Equality Duty

As a publicly funded programme activities in developing and delivering this programme are required to support the public Sector Equality Duties

Climate Change

None associated with this report.

Human Rights

None associated with this report.

Crime and Disorder

None associated with this report. Safety and Security are a core theme for the programme and the subsequent investment plan.

Risk

None associated with this report.

Procurement

Specialist Co-design capacity has been procured following the Council's established procurement methodology.

Appendix 2: DCC Technical Officer Group

Julie Anson – Community Economic Development Manager

Karl Monaghan – Project Manager

Peter Henderson - Area Action Partnership Project Officer

Anna Wills - Asset Strategy and Property Manager

Sarah Eldridge – Area Planning Manager

Steven Johnson – Clean and Green Manager

Craig Wilson – Destination Project Manager, Visit County Durham

James Cook – Planning Policy Manager

Graeme Smith - Housing Delivery Manager

Dave Lewin - Strategic Traffic Manager

Deborah Holmes - Strategic Manager Sports and Leisure

Paul Rutherford - Neighbourhood Warden Manager

Bryan Harris – Senior Conservation Officer

Paul Branch – Leisure and Sport Manager

Nicola Gill - Safer Communities Team Leader

Emma Shaftoe - Leisure Operations Manager

Lisa Ketley – Housing Project Manager

Jennifer Jennings - Principal Planning Officer

Katherine Ward - Senior Safer Places Officer

Victoria Lloyd-Gent – Senior Travel Officer

Appendix 3: Spennymoor Town Board Sub groups

Transport and Connectivity

Julie Anson - Community Economic Development Manager

Karl Monaghan – Project Manager

Victoria Lloyd-Gent - Senior Travel Officer

Dave Lewin - Strategic Traffic Manager

Ian Morris – Spennymoor Town Council Clerk

Kieron Moralee – Traffic Strategy Manager

Cathy Knight – Passenger Transport Manager

Clare Johnson - Livin

Cllr Liz Maddison

High Street , Heritage and Regeneration

Julie Anson - Community Economic Development Manager

Karl Monaghan– Project Manager

Andy Coulthard -Livin

Cllr Liz Maddison

Ian Morris – Spennymoor Town Clerk

Cllr Billy McAloon

Cllr Pete Molloy

Deborah Holmes - Strategic Manager Sports and Leisure

Steven Johnson Clean and Green Manager

Danny Booth – Spennymoor Town Council

Stephen Grundy – Senior Surveyor CPAL

James Cook – Planning Policy Manager

Craig Wilson - Visit County Durham County

Emma Shaftoe - Leisure Operations Manager

Bryan Harris - Senior Conservation Officer

Safety and Security

Julie Anson - Community Economic Development Manager

Karl Monaghan – Project Manager

Andrea Petty - Chief of Staff , PCC

Jason Turnough – Area Action Partnership Coordinator

Paul Rutherford - Neighbourhood Warden Manager

Steven Johnson – Clean and Green Manager

Katherine Ward - Senior Safer Places Officer

Ian Morris – Spennymoor Town Council Clerk

Michael Fishwick – Project Coordinator, Spennymoor Youth and Community Centre

Cllr Liz Maddison

Cllr Pete Molloy

Jane Sunter - Public Health Manager

Nicola Gill - Safer Communities Team Leader

Chris Walton - Livin

Barry Evans – Durham Constabulary

Matthew Fussey – Durham Constabulary

Appendix 4: 'On Menu' interventions

Safety and security interventions

- S1: Design and management of the built and landscaped environment to 'design out crime'.
- S2: Engage with Police Force and together consider interventions to focus on visible crime prevention in defined areas places.
- S3: Measures to prevent anti-social behaviour, crime and reduce reoffending.
- S4: Measures to reduce repeat burglary.

High streets, heritage and regeneration interventions

- H1: Funding for place-based regeneration and town centre and high street improvements.
- H2: Funding for new or improvements to existing, community and neighbourhood infrastructure projects and assets including those that increase communities' resilience to natural hazards, such as flooding, and support for decarbonisation of facilities, energy efficiency audits, and installation of energy efficiency and renewable measures in community buildings.
- H3: Creation of, and improvement to, local green spaces, community gardens, watercourses and embankments.
- H4: Enhanced support for arts, cultural, heritage and creative activities, projects and facilities and historic institutions that make up the local cultural heritage offer.
- H5: Support for local arts, cultural, heritage and creative activities.
- H6: Funding for the development and promotion of wider campaigns which encourage people to visit and explore the local area.
- H7: Funding for impactful volunteering and social action projects.
- H8: Funding for local sports facilities, tournaments, teams and leagues.

- H9: Investment in capacity building, resilience (which could include climate change resilience) and infrastructure support for local civil society and community groups.
- H10: Investment and support for digital infrastructure for local community facilities.
- H11: Investment in open markets and improvements to town centre retail and service sector infrastructure, with wraparound support for small businesses.
- H12: Funding for the development and promotion (both trade and consumer) of the visitor economy, such as local attractions, trails, tours and tourism products more generally.
- H13: Grants to help places bid for and host international business events and conferences that support wider local growth sectors.

Transport and connectivity interventions

- T1: Support for active travel enhancements in the local area.
- T2: Funding for bus infrastructure and connections to speed up journeys.
- T3: England and Scotland Only: Additional revenue funding added to the Bus Service Improvement Programme Plus (BSIP+) funding model from June 2024.
- T4: Funding for new, or improvements to road networks to improve access within and to the town.
- T5: Funding to improve rail connectivity and access.
- T6: Reducing vehicle emissions.
- T7: Investment and support for digital infrastructure for local community facilities.

Appendix 5: Urban Foresight Project Timeline

| Programme Activities (week commencing) | | March | April | | | | | May | | | | June | | | |
|---|---|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| | | 25-Mar | 01-Apr | 08-Apr | 15-Apr | 22-Apr | 29-Apr | 06-May | 13-May | 20-May | 27-May | 03-Jun | 10-Jun | 17-Jun | 24-Jun |
| Project management | Inception meeting and programme outline Project update calls | M1 | | | | | | | | | | | | | |
| Context gathering | Initial meetings with internal stakeholders | | | | | | | | | | | | | | |
| | Desk based review | | | M2 | | | | | | | | | | | |
| | Create co-design timetable | | | M3 | | | | | | | | | | | |
| Co-discover | Embed within community Street-wise | | | | | | | | | | | | | | |
| | Initial workshops | | | | | | | | M4 | | | | | | |
| Co-define | Organising | | | | | | | | | | | | | | |
| | Focusing | | | | | | | | | | | | | | |
| | Defining | | | | | | | | | | M5 | | | | |
| Co-develop | Develop (creating proposals/tools/vision) | | | | | | | | | | | | | | |
| | Create action plan | | | | | | | | | | | | M6 | | |
| Visioning and delivery | Draft Report | | | | | | | | | | | | | | |
| | Final report (indicative) | | | | | | | | | | | | | M7 | |

- M1 Inception meeting and kick-off
- M2 All desk research complete
- M3 Produce and supply a co-design timetable
- M4 Complete public engagement / co-design sessions
- M5 Project themes and roadmap forward
- M6 Developing draft report / list of interventions and framework
- M7 Final report