

Leafy Liveable Lincoln

Collaboration Plan & Charter

This plan provides a framework for the successful design and delivery of the [redacted] intersection upgrade. The purpose of this plan is to clearly define the role of each stakeholder and guide collaboration through every stage of the project. It emphasises the importance of every group —residents, [redacted] — taking a leadership role in their respective area of expertise, staying engaged, and contributing meaningfully throughout planning, design, construction and maintenance stages. This plan ensures that all voices are heard, decisions are transparent, and the project reflects the shared values of the community for a better future.

This engagement plan is a living agreement that signals commitment, encourages accountability, and celebrates shared ownership of the project.

Project Summary

Commencement Date	[redacted]
Project Title	[redacted]
Project Address	[redacted]
Stakeholders	• [redacted] • • •

Shared Purpose

The stakeholders of this project, [redacted] commit to working together to co-design and deliver a sustainable, safe, and inspiring upgrade to the intersection at [redacted] and [redacted] while creating stronger community relationships.

This project aims to:

- [ ] Create a safe, active and child-friendly streetscape
- [ ] To improve the safety and appeal of active transport by resolving points of pedestrian and driver interaction
- [ ] Enhance local biodiversity, urban cooling, and Water Sensitive Urban Design through reduced hardstand
- [ ] Foster pride, stewardship and connection to place through community-led design, planting, and activation
- [ ] Develop strong community relationships
- [ ] To act as a trial and exemplar for future street activation and depaving projects

Guiding Principles

Engagement on this project will centre around the following core principles:

- [ ] **Collaboration & Inclusion**: Every stakeholder has a voice; decisions are made transparently
- [ ] **Sustainability Leadership**: All design and construction choices prioritise ecological and social resilience
- [ ] **Equity & Accessibility**: The project will serve people of all ages, abilities, and backgrounds
- [ ] **Co-Creation & Empowerment**: Residents, students, and community groups actively shape outcomes
- [ ] **Stewardship**: All parties share responsibility for long-term care and success.

Stakeholder Commitments and Leadership Roles

In this project all stakeholder groups will assume an area of leadership based on their relationship to the area and their sector of expertise. This will ensure that engagement is balanced, and each group is clear on its role within the project.

Stakeholder Group	Leadership Focus
[redacted]	Advocate for child safety and student experience; lead creative contributions including art and planting; student involvement; provide facilities/rooms for workshops.
[redacted]	Contribute local knowledge, safety insights, and long-term stewardship of landscaping.
[redacted]	Detailed design support, chair of workshops, planting and installation.
[redacted]	Provide technical expertise, project management, host & coordinate workshops, funding guidance, ensure regulatory and sustainability compliance.

Engagement Framework

Should the grant application be successful, this engagement plan and its timeline will be revisited to ensure unanimous agreement among all stakeholder teams.

Timeline	Project Stage	Stakeholder Involvement
Completed **July 2025**	[redacted] seeks Expression of Interest in potential project with identified stakeholder groups	[redacted] identified project opportunity. Separate stakeholder meetings to discuss problems, opportunities and ideas/early concepts. Commitment from all stakeholders to involvement.
Completed **August 2025**	Observation Assessment Site Visit @ [redacted]	[redacted] undertook observation assessment and corroborated findings with school. Identified scope of problem areas.
Completed **August 2025**	Preparation of early concept	Meeting with [redacted] to discuss high level issues with site and potential opportunities.
December 2025: Outcome of grant announced by December 2025		
December 2025/26	Engage with [redacted] community	[redacted] to conduct a QR code survey of users of the site [redacted] including motorists and active travellers to build upon the experiential problem case.
Nov-Dec 2025/26	Establish local participants of group	[redacted] to engage with local residents participants willing to commit to working group.
January 2026: Underground of power along [redacted] estimated to commence		
Jan-Feb 2026	Charrette style Workshop No. 1 to settle on concept and consider detailed design.	Collective attendance by all stakeholder groups plus lead engineers from [redacted] First item of workshop agenda is to review, refine and sign this charter and plan to ensure collective agreement of terms. Participate in immersive - on site- design workshops; work towards consensus-driven solutions. [redacted] to engage and invite local residents to participate.

		Selected school children to contribute to be arranged by the school. Collective to discuss division of labour for project.
Feb-Apr 2026	Feasibility and costing assessments to support detailed design	[redacted] to carry out feasibility research and costing with input from group depending on outcomes of Workshop 1.
Mar-Apr 2026	Workshop No. 2 with all stakeholder groups to consider final design and construction	[redacted] o present outcomes of research to the collective for voting and decision making. [redacted] engineers/designers to work with project group to finalise detailed design for [redacted] Construction plan and staging of project to be refined. This will depend on progress of underground power and road resurfacing projects. Division of labour and allocated construction tasks to be more detailed and refined. This will consider labour and installation including planting, artwork, nesting boxes etc
April-June 2026: Stage 1 of proposed project - Civil Works ● Stage 1 timing will be aligned with pre-planned resurfacing works scheduled for April-June 2026.		
Apr-June 2026	Detailed Design Preparation	Nominate a designer (a nominee from [redacted] if they have capacity) to formalise a detailed architectural plan for the project. [redacted] engineers will liaise with [redacted] project group to design new pedestrian crossing,
June 2026	Charrette workshop No. 3 with all stakeholder groups to consider detailed design review.	A third workshop may be beneficial to ensure satisfaction with the plan and timeline. This will be voted on at workshop 2. Collective sign off and endorsement of finalise plans and planning for construction stage. Division of labour to be finalised with clear roles and agreements.
Aug - Sept 2026: Stage 2 - Revegetation, Art and Activation ● The commencement of Stage 2 will be contingent on the completion of Stage 1 ● Stage 2 will be completed by the collective with clearly assigned and agreed tasks and roles		

Post construction - Live	Ongoing stewardship and maintenance	Maintenance will be a collaborative effort between [redacted] and local residents with support from [redacted] and [redacted] A monthly caretaker roster will be discussed with the local residents with support from [redacted] and the [redacted]

Governance and Decision Making

- Decisions will be made by consensus where possible, facilitated by the meeting chair where required.
- Every voice and vote will carry equal weight, and all contributions will be considered equally, regardless of age, role, or title.
- Where technical or regulatory constraints arise, the City will provide transparent explanations.
- A project working group will meet at key milestones to ensure progress and accountability.
- Conflict or disagreement will be resolved through open dialogue and collaboration, using the agreed engagement charter and shared values as the foundation for fair, transparent decision-making.

Endorsement of Charter

This charter will be reviewed, amended and signed by all participants of the project at Workshop 1 to ensure unanimous agreement upon the group terms.

Organisation/Group	Representative	Signature	Date
[redacted]			
[redacted]			
[redacted]			
Residents Group [redacted]			