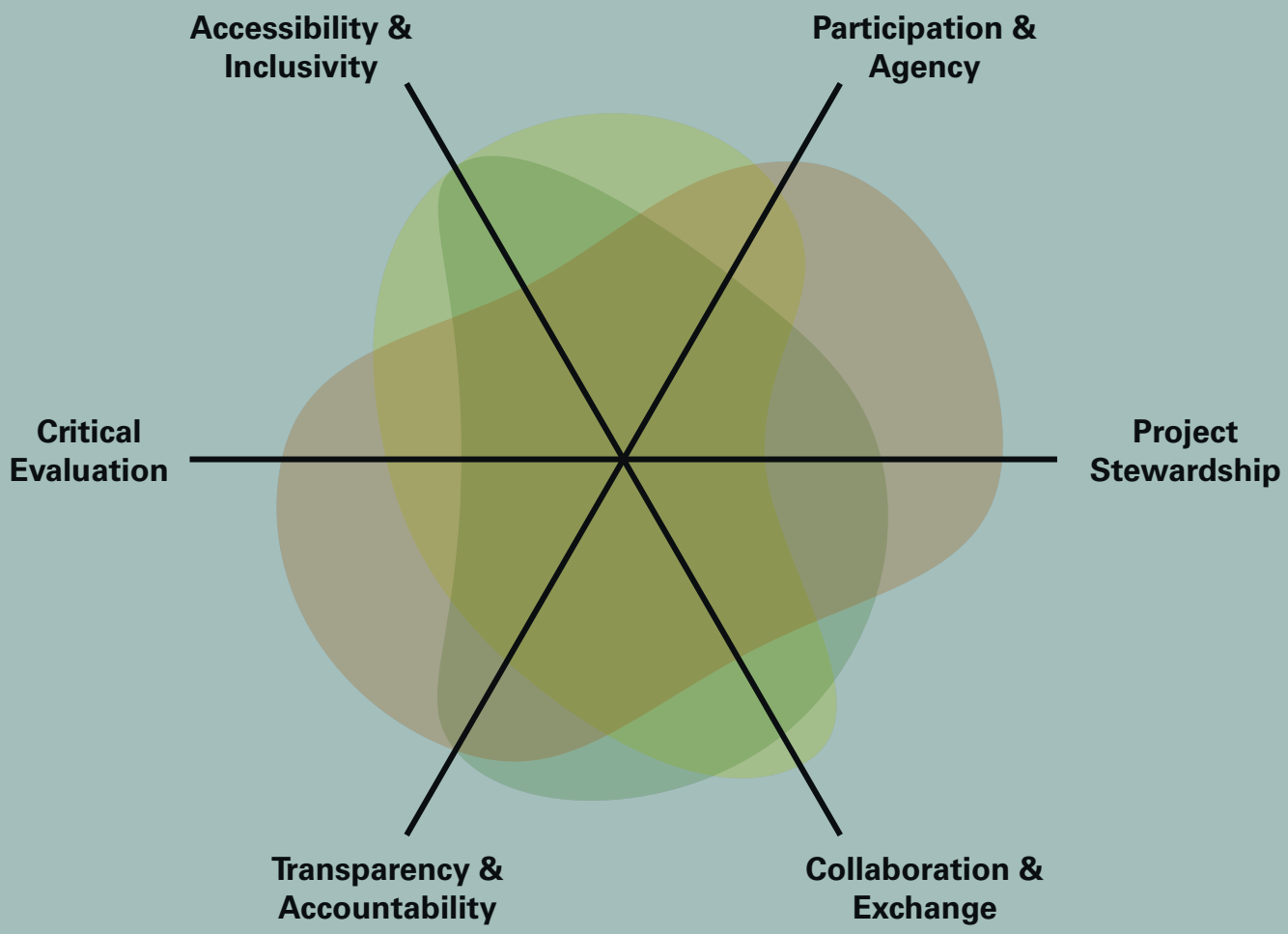
# Co-design Assessment Tool




**How to use this framework?**

Acknowledging the unique challenges and opportunities of each project, and the site-specificity of co-design processes, this framework is not intended to be a metricised form of measurement. Its purpose is to help designers and co-design participants to align and review priorities, based on an overview of the six key principles of co-design. The regions of colour on the radar diagram above are indicative only.

# Towards Spatial Justice
An assessment tool for planning and evaluating co-design processes

## Evidence and prompts

### 1 Accessibility & Inclusivity

Thorough site analysis has been conducted, which uncovers a wide and diverse range of voices, and identifies potential co-design collaborators and networks.

Young people and locals are given relevant training and/or employment opportunities as co-design participants in the project team.

Local groups and networks have been engaged with to identify and address gaps in accessibility and potential participation barriers.

The project actively reaches out to those who may be excluded.

The project team reflects the local demographics of the site, and/or there is local representation on the team.

The language(s) used is accessible and inclusive, and where necessary, abridged or adapted for co-design communication.

### 2 Participation & Agency

Co-design participants are part of the project team with clearly defined roles, scope and responsibilities.

Co-design participants have relevant skills and confidence to participate in the design process.

The strategic ambitions of the project are collectively shaped by the co-design process.

Participation is nurtured and sustained throughout the duration of the co-design process, and communication is maintained across high and low-intensity co-design periods.

### 3 Project Stewardship

Funding and payment structures are adequate to support co-design processes.

Clear protocols have been established between co-design participants and other members of the project team.

Co-design process and programme is clearly planned and managed, with appropriate core design, feedback and review periods.

### 4 Collaboration & Exchange

There is a collective aspiration and will to adopt a co-design approach in the project.

Acknowledgement of time, skills and resources needed for the process has been translated into tangible exchanges, e.g. apprenticeships, employment, renumeration, handover of toolkit.

There are appropriately varied channels and means of communication between co-design participants and the rest of the project team.

The local authority is involved and shares relevant local networks, contacts and knowledge, e.g. related iniatives, development pipeline.

The knowledge, methodologies and tools generated from the project is passed onto participants and users.

### 5 Transparency & Accountability

The parameters of the project, e.g. project timeline, budget, site constraints – both negotiable and non-negotiable – are clearly set out at the beginning of the process.

A form of commitment has been created between co-design participants and the wider project, e.g. community charter, manifesto.

The co-design facilitator – whether the role is undertaken by designers or third-party facilitators – maintains neutrality in the process.

Decision-making processes are fair, transparent and accountable.

A Social Value Action Plan has been developed to track actions and impact.

The Statement of Community Involvement (SCI) captures, with integrity, the process and outcome of the process, which informs planning conditions.

The co-design process and outcome are safeguarded post-planning permission.

### 6 Critical Evaluation

The project learns from other co-design projects, and where relevant, the outcome of Stage 7 post occupancy evaluations.

The co-design process continually builds on collective discourse and is iterative – a cyclical process of testing, feedback, revisions and review.

Post-occupancy evaluation has been planned or conducted to learn from use and inhabitation and identify blindspots to inform future projects.