

The objective of this selection process is to provide a transparent and impartial means for selecting a group that is both inclusive of a wide range of community voices and experiences, while also remaining practical for hands-on collaborative design.

1. The group will consist of 18-24 members for an effective workshop-based co-design process.
  - a. Fewer participants would mean we cannot include a wide range of voices and experiences.
  - b. More participants renders hands-on collaborative design impractical (as demonstrated by our experience with Queen St).
  - c. Admitting everyone who has expressed an interest would:
    1. Render the group too large
    2. Likely result in significant over-representation of some parts of the community.
2. Key stakeholder groups with a formal mandate recognised by Auckland Transport (according to AT Comms & Engagement) were invited to provide feedback on the co-design process and nominate representatives to the co-design group (capped at half the total group size). These stakeholders are:
  - a. Waitematā Local Board (2x representatives)
  - b. Central Mana Whenua Transport group
  - c. Ponsonby Business Association:
    1. Hospitality business rep
    2. Retailer business rep
    3. Other, employer
  - d. Western Bays Community Group
  - e. Freemans Bay Residents Association
  - f. The Capital Project Accessibility Group / Disabled Persons Assembly
  - g. Generation Zero
  - h. Bike Auckland
  - i. Bike Grey Lynn
  - j. St Mary's Bay Association (did not provide a representative)
  - k. Herne Bay Residents Association (did not provide a representative)
  - l. Grey Lynn Residents Association (did not provide a representative)
  - m. Local Schools (via AT Community Transport – no representatives put forward - some schools elected in-school sessions instead)
3. The remainder of the co-design group will be selected from expressions of interest through our public engagement.
4. To register an expression of interest, respondents will need to provide information on how they use Ponsonby Road, along with demographic information.
5. Responses to the public engagement will be used to identify different user segment, such as shoppers, commuters, retailers, hospitality patrons, residents, parents, etc.
6. Most respondents will fit more than one user segment.
7. Those having expressed an interest in joining the co-design group will be contacted after the closing date (7 Dec) and asked to:
  - a. Confirm if they are available at the date of the first workshop (13 Dec 2-5pm – chosen to based on the availability of existing co-design group members)
  - b. Provide additional detail on the communities / user segments they identify with (from 5, above), along with a brief description of their relationship with those communities.
8. Respondents will then be selected to create inclusive representation of different communities, user segments, and demographics among the co-design group, avoiding any significant over-representation.
  - a. This selection process will be anonymous, with name fields removed from submissions before being assessed by members of the project team, consisting of the Co-Design lead, Project Manager, and Customer Central representative.
9. We will filter respondents by the most under-represented community on the co-design group to date, and select the candidate with the strongest relationship to that community, based on their response.
  - a. This step will be repeated until the maximum of 24 participants is reached.
10. Participation in the co-design group will be on a strictly volunteer basis, although Auckland Transport will reimburse participants for any reasonable direct costs in attending the workshops (transport, etc.)
11. If a member of the co-design group is unable to attend any of the workshops, they have the option to nominate a substitute of their choosing.