	Sep-21	Oct-21
Project Initiation		
Project Team Recruitment		
Advert		
Interviews and offers		
Appointment of project team		
Project Planning		
Draft and agree scope		
Confirm timings		
Project Initiation document		
Project Execution		
Stakeholder mapping		
International, national and local evidence review		
Anchor Sprint		
Building understanding of strategic landscape and measurement in		
Leeds		
Building understanding of Anchors Business Plan, progression		
framework and agreed Anchor metrics		
research and engagement across all anchors to understand potential		
for project delivery activity		
Potential opportunities identified and agreed for delivery		
Engagement with all anchors to build understanding of where small		
systems change can embed and make routine this way of working -		
would be ongoing for the life of the project		
Identify and secure agreement for changes in Anchor organisations		
which deliver greatest impact in disadvantaged areas - would be		
ongoing for the life of the project		
Community Sprint		
research and engagement across priority neighbourhoods to		
understand potential for project delivery activity		
Work with LCC Employment and Skills team to understand current		
and planned work programme.		
Potential priority neighbourhoods and / or community of interest		
identified and agreed		
Connect with businesses engaged with business progression		
framework through LCC Key Account management team		
Third sector partnership		
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Employer Sprint		

Working through current LCC business engagement structures, to engage with key businesses and business representative	
organisations to understand opportunities and connect to projects	
Large Business Engagement -join key account management call as	
needed	
Business Representative organisation engagement calls and events	
as needed	
Indicative approach for any project delivery in local	
communities - Based on Lincoln Green project	
Phase 1 - Planning, Preparation and Scope	
Community engagement and third sector engagement	
Targetted communications	
Venues agreed	
Phase 2 - Delivery	
Presentations on opportunties from employers	
Presentations on job roles / values and behaviours	
initial assessments of potential candidates	
Identified next steps for all attendees	
Phase 3 -Reflect and Learn	
show and tell	
retrospective	
Evaluation, monitoring and control	
Governance	
Anchor Executive Group	
Agree approach and membership of project steering group	
Project Steering Group	
LCC Executive Board	

Evaluation and Learning	
commission academic partner including development of an	
evaluation plan including, approach & framework	
Strategic- understand key outputs from SPI and JSA	
Management - ongoing and to be developed through academic	
partner	
Community - rapid review and data	
Community - lived experience	
Development of Playbook	
Develop a suite of case studies of successes achieved during and	
post project to be included in the playbook - ongoin	
Collation of learning - ongoing and as part of project delivery	
Build playbook product v1	
iterate Playbook and update to V2	

Iterate Playbook and update to final version	
Communications and wider information sharing	
Communications plan agreed	
Inclusive growth core delivery partnership	
Inclsuive growth Extended delivery partnership event	
Health and wellbeing board	
Development of a communications activity plan for community	
engagement events	
Develop targeted key messages around different engagement	
opportunities within communities	
Develop a proactive social media content plan	
Blog posts/visual case studies to be featured on Inclusive Growth	
Strategy website plus Anchors where applicable	
Press and media plan to be developed for key project successes	
Link in with the Comms Anchor Group to identify and effectively	
deliver and share actions/amplify messages	
Leeds in Conversation podcast to discuss and highlight project	
outcomes	
Project Closure	
Handover of any relevant documentation	
Health Foundation conference	
Information retained according to agreed retention schedule	
Evaluation Report	
Final Playbook	

Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22

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