

Coproduction Charter – Working Together Effectively

Introduction

Within the SEND Strategy development process, it was identified that there is a need for a “Coproduction Charter” to define the expectations of joint working with parents and carers to ensure that their voice is included, on an equal footing, in development of services for children with disabilities and additional needs. Warrington Parents and Carers (WarrPAC) were tasked to investigate this area. WarrPAC circulated a “Discussion Document” which, after consultation, was accepted as this version.

On investigating this area, however, it became apparent that there are actually two sides to coproduction which both need to be addressed:

- Coproduction within strategic planning – ensuring that parents and carers have input into the development of new services; assessing the efficacy of current services and moulding services to achieve better outcomes for children and young people (CYP) in Warrington.
- Coproduction within service delivery – ensuring that parents and carers are fully involved with treatment planned and implemented for their CYP.

This document is only looking at the strategic planning area of coproduction.

Another important area of coproduction, is to not only look at the involvement of parents and carers, but also to ensure that the views of affected children and young people are also included.

What Do We Mean By Coproduction?

It is essential at the outset to fully define “coproduction” so that all parties are aware of the expectations of this approach. The following “ladder of participation” illustrates this well:



This diagram illustrates the increased involvement of parents and carers as participation increases. Coproduction - as the final stage of this participation – means a true partnership with service shapers as they work together to develop services.

The “Ladder of Participation” occurs in a variety of forms throughout parent participation forums and associated reports. This diagram was taken from South Glos Parent Carer Forum. <http://www.sglopc.org.uk/what-is-parent->

[participation](#)

Methodology

In investigating this area, WarrPAC initially went back to the participation agreement that was drawn up at the end of the “Aiming High for Disabled Children” process. We also did some research into other regions’ participation / coproduction strategies. Of particular interest was Rotherham’s “Genuine Partnership” model, which could warrant further investigation:

<https://rotherhamcharter.co.uk/>

Aim of Strategic Coproduction

Our aim, as WarrPAC, is to ensure that parents and carers are involved in **any** strategic decision that could affect our children and young people.

We recognise, however, that limitations on resources and timescales mean that this aim would not be immediately achievable. A coproduction charter, however, would encourage all our partners to work together to become increasingly coproductive.

Coproduction Charter

The rest of this document defines the coproduction charter as accepted by the SEND Strategy Group. It is essential that this charter is tested against work undertaken with parents and carers to ensure that its values are relevant, meaningful and most of all applied to future strategic work. It is not enough to just talk about coproducing strategies; it is in the application of fully involving parents and carers in strategic development that coproduction becomes truly effective.

THE COPRODUCTION CHARTER

Aims and Objectives

This charter sets out to define the expectations on partners to act coproductively when designing, developing and reviewing strategic services for children and young people with a disability and/or additional need.

To continue to improve services and support to disabled children and their families through the effective involvement and participation of parents and carers in:

- the development of existing and new services
- key decisions regarding the way in which services are provided
- proposed changes to services and support
- providing feedback on services to improve quality or responsiveness
- understanding needs and identifying gaps in provision.

To do this by involving parents and carers in decision making at all levels and taking account of the views of families in determining need and to reflect these in the design and delivery of services within the resources available.

Commitment from the organisation:

- To commit to involving parents and carers in the areas detailed above, both representative parents through the Forum, and those parents and carers receiving services directly from the organisation.
- To commit to involving children and young people in these decisions, offering facilitation where appropriate.
- To provide a named point of contact for Warrington Parent and Carers Forum to provide a clear communication channel.
- To agree to support parents and carers to be involved through basic ground rules regarding their involvement in consultations and meetings:
 - Sufficient advance notice of meetings and purpose of meetings/consultations explained and appropriate briefings
 - Consideration to be given to school times when planning the timing of meetings and consultations
 - Meetings to be held in accessible locations where possible
 - Parents to be treated with respect when attending meetings/consultations and avoiding the use of jargon
 - To ensure that feedback from meetings or consultation exercises is always provided and within a reasonable timescale.

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- To involve parents at an early stage in consultations to be able to influence the outcomes within the parameters set.
- To engage in respectful relationships and manage expectations both in terms of commitment and acknowledgement of knowledge and skills.
- To promote the work of WarrPAC to parents and carers to ensure as many get involved as possible to strengthen the voice.
- To support the work of the WarrPAC through providing key speakers or attendees at Forum meetings when required and sufficient notice is given.

Commitment from Warrington Parents and Carers (WarrPAC):

- To support the organisation in the development and delivery of services and work in partnership to ensure the best possible outcomes for disabled children and young people.
- To be as representative as possible and seek to represent the views of as many parents and carers as possible.
- To invite input from the wider parent and carer cohort, and feedback progress / activity, respecting confidentiality at all times.
- To arrange, in conjunction with partner organisations, events and consultation meetings in order to discuss current work streams.
- To operate within WarrPAC's Code of Conduct and Policy Guidelines.

In adopting this agreement as a working basis for ongoing coproduction all parties are recognising the need to include parents and carers and value their role as crucial in the process of change. Parents and carers are part of the solution in providing joint accountability and in the provision of needs led services.

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Commitment from the organisation:

Signed:

Role:

Organisation:

Date:

Commitment from Warrington Parents and Carers Forum:

Signed:

Role:

Date: