

CO-PRODUCTION PROGRESS

REPORT DATE	PROJECT NAME	PREPARED BY
19/9/20	Co-Production Progress	Carol Prideaux
17/02/21	updated	Carol Prideaux
21/4/21	updated	Carol Prideaux
17/11/22	updated	Carol Prideaux
10/3/2023	updated	Carol Prideaux
29/11/23	updated	Carol Prideaux
1/2/24	updated	Carol Prideaux
26/4/24	updated	Carol Prideaux

WHAT IS CO-PRODUCTION?

'Co-production is about trust and builds upon transparency, open communication with equal value being given to each participant's contribution. Co-production happens when all team members together agree outcomes, co-produce recommendations, plans, actions and materials as a collective.

It is an approach which builds upon meaningful participation and assumes effective consultation and information sharing. In its essence, co-production is a dynamic group process and happens in the room when there is equal value for each participant's contribution and when there is a meaningful proportion of participants who are service users (in this case parent carers) present.

Parents and Carers are not there just to illustrate the experiences of services users but rather to take responsibility to help shape future experiences and be an active part of delivering the solutions.

THE CO-PRODUCTION LADDER

'INFORMATION

The more informed that parents are, the more they will feel confident and able to make appropriate choices for their children and families. A local area of well-informed parents develops knowledge of what works best for all disabled children and young people. Such knowledge is an essential ingredient in shaping effective services that best meet local needs. It underpins successful consultation and parents' participation.

CONSULTATION

Consultation is a step up from simply giving information as it requires a two-way communication. Professionals should consult with parents on existing services, seeking their views on how services can be improved, and good practice shared from other areas. Another reason for consultation could be when changes to services are planned. In this instance, as many parents as possible should be informed about proposed changes to a service and invited to give their ideas and raise any concerns about the proposals before final

decisions are made. The professionals who are carrying out the consultation will then need to reply to the parents' responses, setting out clearly what has changed as a result of parent feedback and where it has not been possible to make changes, explaining why. Many parents do not have the time or choose not to get involved in full participation. However, all parents have opinions about the services their children receive so consultation is an important and relatively simple way of capturing a wide range of views.

PARTICIPATION

The purpose of parent participation is to enable parents to get involved in service planning and decision making so that services meet the needs of families with disabled children and resources are not wasted on services which parents and families do not take up

Effective parent participation happens when parents have conversations with and work alongside professionals, in order to design, develop and improve services. This conversation benefits everyone. Working with parents helps professionals to understand what needs to happen to develop services that meet families' needs.

Working with professionals helps parents understand the complexity involved and the challenges faced by the professionals who must bring about that change. Working together and sharing knowledge enables parents and professionals to find solutions that work.

COPRODUCTION

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OVERVIEW OF CURRENT PROJECTS

TASK	STARTED	DUE DATE	INVOLVED	DRIVER	NOTES	RED-OVERDUE FOR COMPLETION GREY-DUE TO START AMBER- TO COMPLETE GREEN-COMPLETED
EHC Assessment Request Form	Jan 2020	Nov 2020	Parents, SEND Team, DCO	No form available for parents to request EHCP	Form completed Jan 2020	
Guide to completing the EHCP Request Form	March 2020	Dec 2020	Parents, SEND Team, DCO	To help parents to complete the EHCP request form	Completed Feb 2021	
High Needs Funding Ladder & Guidance documents	Nov 2019	July 2020	Parents, SEND Team, NELFT, Education	Update outdated funding ladder	Documents completed. System now in place. Workshops in place for professionals/parents to see how the ladder works	
Provision Map and Guide to EHCP	Dec 2020	Jan 2021	SEND, SENDCOs, parents	Update form and ensure consistency	SEND TL to arrange co-production mtg by Dec 2020	

process to be reviewed				across borough Review existing guidance	Completed without parental involvement	
Annual Review Guidance Document/ Easy Read Version	May 2020	Oct 2020	Parents, SEND Team, DCO, Education, SENDIASS	The process of an EHCP Annual Review needs to be embedded- no updated documentation is available	Group has worked well together. Documents almost complete and ready to disseminate. Multiple parents involved & draft sent out to forum members to comment on too. Completed Dec 2020	
Preparing for Adulthood	Dec 2020	2021	Parents, SEND Team, DCO, Education, SENDIASS	No strategy Lack of easily available information for parents, young people & professionals	Work started on guidance and PfA strategy. Development of Youth Forum Parental Survey. YP survey	
Preparing for Adulthood Strategy	Jan 2021	Summer 2021	Multi agency Steering group/Task & Finish groups	No strategy in place	Strategy written and signed off	
Preparing for Adulthood Strategy Implementation working Groups	Summer 2021	On going	Multi agency Task & Finish groups	Implementing strategy	Have draft outcomes and priorities- working on how to implement the 4 outcomes 4 working parties- parents on all WFPF have developed a booklet for parents re PfA- on forum website	
Autism Strategy	Sept 2020	2021	Parents, SEND Team, DCO, Education, SENDIASS, Children, Young people & adults	Autism Strategy does not meet requirements /gaps in services	Initial conversations with Patrick Worthington. Meetings with parents planned for 12 th & 13 th October (10AM & 7PM) Parent on Autism Steering Group. Surveys for parents & engagement events online Signed off by cabinet- Sept Launched Nov 2021	
Transport Strategy	Sept 2020		LA, commissioning, parents	Needs review/unlawful elements	Initial scoping meeting- 30 th Sept Parental engagement online & surveys	
JSNA SEND Pages	July 2020	Oct 2020	LA, NELFT, CCG, Parents, Healthwatch	Document due to be updated	2 parents on multi agency board to discuss content/ format of the report- don't know what ever happened to it- haven't seen JSNA	
POST 14 Guidance Document		March 2020	SEND Team, NELFT, Adult Social Care	Needed updating	1 parent involved in amending documentation that had already been written so not true co-production. Will be incorporated into PfA guidance	

Short Breaks Statement, Application and Guide Review	Jan 2021	ASAP	SEND Manager, SB Coordinator	Needs updating as dated 2015-2018	Statement out for consultation Application & Guide review to be completed.	
Short Breaks Review	2021	2022	Multi agency steering group	Service needs overhaul	Initial meetings to look at scope of review Process reviewed- consultation ended and awaiting outcome	
Outreach Service Contract & Spec			Commissioning, LA, Health, Parents	Contract up for renewal	Parental advice sort on what prospective providers would have to provide. Other parent groups involve re VI/HI contract	
Local Offer Website	Jan 2021	Content to be written by end of Feb-ongoing	SEND Service, NELFT, DCO, Parents, Early Years, CAMHS	Website not fit for purpose Feedback from parents Move back to LA website	Not initially a good example of coproduction- design of website without consultation. Parents now involved in various working parties but are being asked to write content. Meetings during half term! Short deadline. Website now live but content still needs work- hard to find website from a Google search Parents to be involved in updates	
Sensory Needs FAQ		Feb 2021	DCO, Health teams, SENDsuccess	To develop guidance for parents on how sensory needs are supported	Parents involved in discussions around what sensory support is available and guidance document to answer questions. Input into the format of the paper	
Therapies Review and Funding Bids	Autumn 2020		CCG, Health, SEND Team, LA, Parents	Shortage of SALT/OT and gaps in the autism pathway	Parents involved in sub- groups and Steering Group Feedback on gaps in service	
Autism Strategy	2021	2021	Commissioning Team/Autism Lead	Update strategy	Probably best example to date of coproduction. Views gauged from general public, not just forum members. Strategy written and implementation plan produced. Forum members are now on the Autism Strategy Board and will be on implementation workstreams	
Autism -Training Post Diagnostic Group	2021	ongoing	Autism lead	Autism Strategy	Parents on workstream- looking at what's currently available and what's needed for all staff & parents & YP- parents to be invited to apply to be Cygnet/Earlybird trainers. Possibly apply for funding for 'navigators'	
Autism- Education	2021	ongoing	Autism lead	Autism Strategy	Deep dive into schools to look at good practice. Parents on workstream- deep dive completed and have seen a draft of the final report- parents to be	

					part of the action group to put recommendations in place	
Autism Comms	2021	ongoing	Autism lead	Autism Strategy	Parents on workstream- looking at making events autism friendly- booklet developed for events	
Employment- LD/ASD will form the Employment Forum	2022	ongoing	Autism lead	Autism Strategy	Parents on workstream- improving the offer/ supported internship in the council- supported internships funding received by LA	
Autism-Community Safety	March 2023	ongoing	Autism lead	Autism Strategy	Parents on workstream	
Autism Standards	2022	2022	Autism Lead	Recommended as part of consultation	Views taken from across community	
Autism In Schools Project	2022	Autumn 2022	NHSE/LA/Health/PCFs	Extended the pilot to developing better working in mainstream schools re autism awareness	Have done sensory walk through Met with parents & are due to feedback to schools- have feedback to schools- schools haven't responded School staff training with AET has started- possibly ongoing Parent training on 9 th , 23 rd Nov & 7 th Dec- all completed and offered to all parents in forum- wasn't massively well received it seems by schools- little engagement. Parents enjoyed meeting other parent carers	
Coproduction Charter	Spring 2022	ongoing	LA/WFPF	Recommended following training in Autumn 2021 with Genuine Partnerships	A working party was developed and from that a group is to be formed to look at developing a coproduction charter. First meeting 26/4/22	
SEND Transport Contract Spec	2022		LA	New contract starting soon	Parents have been invited to be part of the spec writing group- haven't heard any more	
LD Health Checks	Oct 2022		DCO/WFPF	To increase numbers of 14-17 accessing health checks	Have looked at a parental self LD checklist YP to be added to disability register following EHCP assessment & after EHCP annual reviews Health checks to be extended to all with autism (date has been put back). Information on local offer Further work will continue through primary care workstream	
Dynamic Risk Register	Nov 2022		DCO/WFPF	Lack of Comms for parents about what it is & how to self	Due to begin work 18/11- parents met to look at self referral form – details on Local Offer	

				refer onto register		
VCSE WF Partnership Leadership Group	2022	ongoing	Project Manager Place Base Partnership Development	Development of ICS	Feeding in to the WF Health & Care Partnership Board- we are part of the group though nothing re SEND has come to the agenda	
WM Hall SEND Hub development	2022	ongoing	LPCC, Barnardos	Closure of the Limes	Parents are part of a multi-agency group looking to develop the site into a SEND Hub- no decisions yet made by Barnardos as to what they will do with building- trying to make feasible suggestion so we don't lose valuable resource- still no decision from Barnardos as to whether they will sell the building- taken over by Toy Library	
Changing Places Toilets funding	2022/23	ongoing	LA	Funding became available	Parents persuaded Heather Flinders to bid for Gov funding for Changing Places toilets- she agreed and was successful- 3 new toilets will be built in Priory Court Community Centre, Ridgeway Park and Jubilee Park within the next year. Already one in Coronation Gardens and more will be in Soho Theatre and LA Town Hall complex- possibly in Chingford Library refit and Lea Valley Ice rink complex so we could have 8 toilets in the next few years- need to follow up on progress	
CAMHS Meetings	2022		CAMHS	Feedback from parents	Have met to feedback to team leads the issues parents have. 'You said, we did' type sessions- held 4 meetings	
OT Pathway work	2023		DCO	Parents not understanding the pathway	4 parents on workstream looking at pathway and resources- setting up helpline	
Whipps Cross LD work	2023		DCO	Experiences of families of LD people	parents will look at improvements that can be made- have developed hospital passport, SEND alert cards to help with access to A&E- developing a transition health tool, social stories for website; parents have been asked to attend staff meetings to talk to teams	
SEND Strategy	2023		SEND Team	Revision	Parents invited to 3 meetings- other online meetings with parents held- have yet to see draft of document. Have been involved in drafting/writing of the document	

SEF	2023		SEND Team	Update pre Ofsted	Seen and added comments	
Local Area Plan	2024		SEND Team	Needs updating- comes from SEND Strategy	Parents involved in meetings to discuss forward planning	
OAP	2023		SEND Team	Don't currently have any document	Parents have attended 3 meetings- OAP published- attended the launch	
EHCP Annual Reviews	March 2023		SEND Team		Forum has devised the survey that will go out to parents- meetings to be organised with AW-M Booklet developed by parents to show process	
EHCP QA	"023/24		SEND Team	Quality of EHCP	Parents are part of the QA group evaluating EHCPs and have been trained to use Invision 360 WFPF taking part in the deep dive into plans for EOTAS/EHE/Tutoring	
SENDIASS Contract Review	March 2023		SEND Commissioner	Review of contract	Forum has devised the survey that will go out to members and will help organise some 'listening sessions' to gather feedback	
Family Surgeries	May 2023	monthly	SEND Team		Evening and daytime sessions to answer questions- Carol managing the bookings	
Health Transitions Workshop	May 2023		DCO	Checklist for parents to know what should happen when	Meetings with parents to discuss issues and key points when contact needed- now merged with hospital workstream	
Pre and Post Autism Diagnosis Workstream- now called NAWP	2023	monthly	DCO	Lack of support post diagnosis	2 parents on steering group to give views and agree on what's needed- looking at specs- developing plan of action Some parents trained in Earlybird/Cygnnet trainers(though issue with payments!) Possible navigator role developed Videos Spectrum Gaming to be commissioned	
Primary Care Workstream	June 2024	TBC	DCO/WFPF	Parental concerns over access to GPs/lack of reasonable adjustments/ disability register & LD health checks/regist	15 parents	

THOUGHTS

- Parents must be involved from the beginning- not just to amend documents or sign off work to be true coproduction.
- Need to develop a Coproduction Strategy or Values to embed across the Local Authority.
- Communication with ALL parents, not just the forum- how will this happen?
- Develop 'The Big Conversation' before big pieces of work take place to gather views.
- Parents to be involved in writing specs for new contracts.
- Not using forum logo when we haven't really been involved. e.g. SEND Vision document