



## Bury SEND Youth Forums

# The Bury Co-Production Strategy

### Section 1. Introduction

We recognise that children and young people with Special Educational Needs and Disabilities (SEND) and their parents and/or carers have a right to be involved in the decisions that affect their lives. This Co-Production strategy is based on the concept of "involving people who use services in being consulted, involved and in working together from the start to the end of any project that affects them. When Co-production works best, people who use services and carers are **valued by organisations as equal partners, can share power and have influence over decisions made.**" *National Co-production Advisory Group (NCAG) 2018*

This is a working document and will change and develop as our understanding and practices around co-production with children, young people and parents/carers develop.

Where Bury is referred to within this strategy it comprises Bury Council including Public Health and Bury Clinical Commissioning Group (CCG).

The strategy provides a framework for Bury to co-produce with children, young people and parents/carers. It will ensure that children, young people and parents/carers, Bury Council and Bury Clinical Commissioning Group (CCG) are equal partners in developing and shaping services in Bury. There will be a clearly understood working relationship between all partners in identifying, assessing and meeting the needs of Bury children and young people who have SEND. This strategy assumes that all partners are working together to develop and shape

services to support positive outcomes for this group of children and young people and their parents/carers.

### **1.1 Co-Production Descriptors**

In Bury we will adopt generic descriptors to support greater understanding of the various steps towards co-production and to foster a common language for all parties of the actions these relate to. These descriptors are in the table below<sup>1</sup>.



<b>Co-production</b>
Co-production is an equal relationship between people who use services and the people responsible for services. They work together, from design to delivery, sharing strategic decision-making about policies as well as decisions about the best way to deliver services.
<b>Participation</b>
People who use services will be actively involved and work together with strategic and operational groups to have a direct influence in decision making and shaping services.
<b>Engagement</b>
Compared to the consultation step below, people who use services are given more opportunities to express their views and may be able to influence some decisions, but this depends on what the people responsible for services will allow.
<b>Consultation</b>
People who use services may be asked to fill in surveys, attend meetings or events. The results of the consultation will be shared along with information on how it will be used to influence decision making and service development.

### **1.3 Benefits of Co-Production**

According to research the benefits of participation to children and young people include<sup>2</sup>:

- Fostering democratic habits in youth, such as tolerance, healthy disagreement, self-expression and cooperation;
- Helping to identify their key concerns;
- Critically designing programmes specifically tailored to them;

<sup>1</sup> Adapted from *Think Local Act Personal, National Co-production Advisory Group (NCAG) 2018*

<sup>2</sup> Taken from Roger A. Harts Children's Participation 1997

- Providing children with a greater sense of ownership and responsibility, especially in programme development;
- Developing life skills including empowerment, self-esteem and self-confidence;
- Enhancing democracy and the democratic process;
- Increasing sensitivity to perspectives and needs of others and developing competencies such as cooperation, tolerance and collaboration;
- Exposing to social networks, skills and enjoyment;
- Promoting group responsibility – sharing experiences and solutions;
- Preparing for leadership;
- Creating and supporting positive relationships among children.

## **Section 2. Background**

This document has been developed between Bury Council and Bury CCG with BURY2GETHER representing parents/carers' views and representatives of the SEND Youth Forums and the Bury STARS representing the child/young person's voice.

### **2.1 The Purpose of the Strategy**

The Children and Families Act 2014 which outlines the SEND Code of Practice sets out the expectation that children and young people with SEND and parents/carers must be given the opportunity to be involved in all decisions about themselves at an individual level as well as at a strategic level.

This strategy provides a framework that explains why this is so important and the benefits it brings not only to children, young people and parents/carers but also to the leaders, decision makers, commissioners, service leads and front line service managers for SEND services.

It describes how children, young people and parents/carers can participate at all levels from consultation through to co-production to ensure that services meet their needs and good outcomes are achieved.

### **2.2 Legislation Context**

Section 19 of the Children and Families Act 2014 makes it clear that local authorities, in carrying out their functions under the Act in relation to children and young people with SEND **must** have regard to:

- The views, wishes and feelings of the child or young person, and the child's parents/carers;
- The importance of the child or young person, and the child's parents/carers, participating as fully as possible in decisions;
- Ensuring that children, young people and parents/carers are provided with the information and support necessary to enable participation in decisions;

- The need to support the child or young person, and the child's parents/carers, in order to facilitate the development of the child or young person and to help them achieve the best possible educational and other outcomes, preparing them effectively for adulthood.

The Act seeks to ensure that Local Authorities, in carrying out their function under the Act, must have regard to:

- Ensuring that children, young people and parents/carers are involved in decisions about local provision, including the design or commissioning of services to meet local need;
- Making use of existing organisations and forums which represent the views of parents/carers such as the Parent Carer Forum and developing a forum for children and young people where these do not exist.

## 2.3 United Nations Convention on the Rights of the Child (UNCRC) 1989

The Convention has 54 articles that cover all aspects of a child's life and set out the civil, political, economic, social and cultural rights that all children everywhere are entitled to. It also explains how adults and governments must work together to make sure all children can enjoy all their rights.

There are four articles in the convention that are seen as special. They're known as the "General Principles" and they help to interpret all the other articles and play a fundamental role in realising all the rights in the Convention for all children. They are:

1. Non-discrimination (article 2);
2. Best interest of the child (article 3);
3. Right to life survival and development (article 6);
4. Right to be heard (article 12).

## 2.4 Care Act 2015

The Care Act sets out how health and social care professionals should work with you. Those principles which relate to children, young people and parents/carers are:

- You know best;
- Your views, wishes, feelings and beliefs should always be considered;
- The main aim of professionals should be on your well-being, on reducing your need for care and support, and on reducing the likelihood that you will need care and support in the future;
- Any decisions made should take into account all relevant circumstances;
- Any decisions should be made with your involvement;
- Your well-being should be balanced with that of any involved family and friends;
- Professionals should always work to protect you and other people from abuse and neglect;
- Professionals should ensure that any actions taken to support protect you affect your rights and freedom as little as possible.

### **Section 3. Commitment to Children and Young People and Parents/Carers**

To make sure this framework is meaningful for children, young people and parents/carers, we have developed a Co-Production Charter which sets out what children, young people and parents/carers can expect from Bury in asking and listening to their views on their needs and involving them in decisions either affecting them individually or collectively at an area or service level.

It has been developed through talking to children, young people and parents/carers but also to reflect that this is a two way relationship, and children, young people and parents/carers would adopt a similar reciprocal approach in their working relationships with Bury.

The Charter is the basis for this strategy.

#### **3.1 Co-Production Charter for Bury**

Purpose:

This Charter describes the aims and principles underpinning co-production with children, young people and parents/carers in Bury.

#### **CHILDREN/YOUNG PEOPLE WITH SEND AND THEIR PARENTS/CARERS HAVE A RIGHT TO:**

- Those around them (adults and other children and young people) understanding their/their child's strengths and needs;
- Be respected;
- Be involved in the decisions that affect their lives;
- Object and make their voice heard if they are in disagreement or don't like something;
- Feel supported inside and outside of the school community;
- Do things/their child to do things that they enjoy, are interested by and are meaningful to them (including at school);
- Make friends/their child to make friends and have social opportunities;
- Use their voice, be heard and to make positive changes for all children and young people with SEND in Bury;
- Help shape services in Bury for all children and young people with SEND in Bury.

## **CHILDREN/YOUNG PEOPLE WITH SEND AND THEIR PARENTS/CARERS ENGAGED IN CO-PRODUCTION HAVE A RESPONSIBILITY TO:**

- Let people know how best to support them/their child;
- Be involved in reviewing progress;
- Say when they are not happy and want things to change;
- Let other know what support/services are available and to share resources;
- Use their voice and support others to do the same;
- Attend meeting/social groups and opportunities presented for them to enable them to have their voice heard;
- Find ways for people to not just listen, but take action;
- Hold people to account;
- Be involved in developing systems whereby children, young people and parents/carers are making strategic decision;
- Conduct themselves in a professional manner, adhering to their Constitution and Code of Conduct;
- Faithfully represent the views of a collective group of C&YP and parents/carers;
- Minimise wherever reasonable from talking about their personal or individual circumstances at board level, unless it supports the context of collective information gathered.

## **BURY COUNCIL AND BURY CCG WILL MAKE A COMMITMENT TO CO-PRODUCTION BY:**

- Listening to what children and young people, and parents/carers have to say;
- Helping children and young people to express their views using a range of communication tools;
- Involving children and young people, and parents/carers in decisions that affect them;
- Supporting children and young people to make the decisions about things that will affect their lives and future;
- Involving and valuing children and young people, and parents/carers as equal partners;
- Ensuring that children and young people, and parents/carers know what has happened as a result of their feedback;
- Involving parents/carers in reviewing and shaping services;
- Providing a clear mechanism and safe space for children, young people and parents/carers to raise issues and escalate their views.

## **Section 4. Levels of Engagement**

The levels used in this section are described as individual and strategic.

### **4.1 At an individual level Bury will:**

Ensure that every child or young person and/or parent/carer is:	
<b>Identification of Need and Assessment</b>	<ul style="list-style-type: none"><li>• Fully involved in any needs assessment process;</li><li>• Consulted with about the content of their plan;</li><li>• Fully involved in the review of their plan.</li></ul>

Ensure that every child or young person and/or parent/carer is:	
<b>Information and Advice</b>	<ul style="list-style-type: none"><li>• Provided with up to date advice and information on matters relating to SEND to meet their individual needs, this could be through the SEND Local Offer for instance;</li><li>• Provided with advice and information related to their transition planning and given an understanding of Preparing for Adulthood.</li></ul>

Ensure that there is the opportunity for every child, young person and parent/carer to give:	
<b>Views and Feedback</b>	<ul style="list-style-type: none"><li>• Their aspirations and long-term goals;</li><li>• Their experience and views of their setting or provision in early years, at school, with a provider or in college or university;</li><li>• Direct feedback on services.</li></ul>

#### **4.2 At a Strategic level Bury will:**

- Invite children, young people and parents/carers or a representative on their behalf onto decision making Boards and Groups in the development of strategies and plans relating to SEND;
- Involve children, young people and parents/carers in the planning, commissioning and reviewing of services for SEND;
- Embed feedback mechanisms for engagement with children, young people and parents/carers so that their views are collected through forums, surveys, focus groups, reviews etc;
- Ensure children, young people and parents/carers are active participants in the evaluation of services from a service users perspective with clear mechanisms to do so;
- Gather the views of children, young people and parents/carers as to their needs and develop services and provision where gaps to meet their needs;
- Use the learning from co-production activity to develop the workforce, culture and practice.

## **Section 6 Going Forward**

### **6.1 Governance Arrangements:**

- The SEND Partnership Board is accountable for this Strategy;
- The Board will review and monitor the document as a minimum annually so that it is current, relevant and continues to be an effective mechanism for all parties.

### **6.2 Action Planning**

The Strategy will be underpinned by an action plan which will list the annual activities that Bury will commit to undertake in the areas of Co-production. The plan will be reviewed annually by the SEND Partnership Board.

### **6.3 Monitoring and Evaluation**

The monitoring and evaluation of how co-production is working in Bury will be an evolving process of continuous improvement as the practice becomes embedded and learning from projects is applied. The methods may be different depending on the level of co-production being evaluated i.e. whether it is an individual level, an operational project group or a strategic board.

Bury are committed to use the learning from co-production to benefit culture, practice and workforce development.

### **6.4 Dissemination of this Strategy**

This strategy will be shared through the governance structures for SEND, appropriate Council and CCG operational groups, and children, young people and parents/carers networks.

### **6.5 Resources**

The SEND Partnership Board will also consider the resources needed to support children and young people and parent/carer in effective co-production.

<b>Date</b>	<b>Version</b>	<b>Who</b>	<b>Next Review Due</b>
17/10/2018	Draft v1	RWh/RWa/ED-O/MT	
15/11/2018	Draft v2	RWh/RWa/ED-O/MT	
20.11.2018	Draft v3	RWh/RWa/ED-O/MT	
03/01/2019	Draft v4	RWh/RWa/ED-O/MT	
08/01/2019	Final	RWh/RWa/ED-O/MT	