

NELPPF CO-PRODUCTION CHARTER

BACKGROUND

WHAT IS NORTH EAST LINCOLNSHIRE PARENT PARTICIPATION FORUM (NELPPF)?

“A parent carer forum is a group of parents and carers of disabled children who work with local authorities, education settings, health providers and other providers to make sure the services they plan and deliver meet the needs of disabled children and families. Forums usually have a steering group of parents who lead this work and listen to the views of other parents in the local area to make sure they know what is important to them.” From **Contact** website.

WHY DO PARENT FORUMS IN THEIR CURRENT FORM EXIST?

The Department for Education continues to fund parent forums via the charity “Contact” (formerly “Contact A Family”). Contact administers a grant of up to £15,000 per parent carer forum in each local authority area of England. The grant is used to strengthen parent carer forums, so that parent carers can participate in planning and decision-making about services in their area. Forums’ roles are both functionally and legally necessary, as outlined below:

SEND Code of Practice 2015 (Section 3.18):

*“At a strategic level, partners **must** engage children and young people with SEN and disabilities and children’s parents in commissioning decisions, to give useful insights into how to improve services and outcomes. Local authorities, CCGs and NHS England **must** develop effective ways of harnessing the views of their local communities so that commissioning decisions on services for those with SEN and disabilities are shaped by users’ experiences, ambitions and expectations. To do this, local authorities and CCGs should engage with local Healthwatch organisations, patient representative groups, Parent Carer Forums, groups representing young people with SEN and disabilities and other local voluntary organisations and community groups.”*

Children & Families Act 2014 (Section 19):

*“In exercising a function under this Part in the case of a child or young person, a local authority in England **must** have regard to the following matters in particular—*

- (a) the views, wishes and feelings of the child and his or her parent, or the young person;*
- (b) the importance of the child and his or her parent, or the young person, participating as fully as possible in decisions relating to the exercise of the function concerned;*
- (c) the importance of the child and his or her parent, or the young person, being provided with the information and support necessary to enable participation in those decisions;*
- (d) the need to support the child and his or her parent, or the young person, in order to facilitate the development of the child or young person and to help him or her achieve the best possible educational and other outcomes.”*

WHAT IS THE PURPOSE OF THIS CHARTER?

This charter sets out the responsibilities of people engaged in SEND co-production and expected ways of working when co-producing services. It aims to enshrine the principles of co-production rather than be a set of rules. These principles are intended to guide actions to put our vision of parents as equal partners into action. This document in no way supersedes any organisation’s statutory duty to consult the public on service change. It is a living document and will be subject to annual review and adaptation.

AS SUCH, OUR CHARTER STATES

PARENT CARERS HAVE A RIGHT TO...

...be included from the start in the design or redesign of education, health and social care that affects their child.

...be valued and taken seriously as an asset, equal voice and “expert by experience”.

...express feedback freely and for it to be noted.

...transparency. Includes setting out all the information on what is being co-produced (such as parameters) from the start and feeding back the outcomes.

...honesty. Including about how resources are decided and allocated; how services are commissioned, managed and work together to promote good outcomes.

...all the information to understand and take part in decision-making.

...accessibility so everyone has an equal opportunity to participate. This includes venues, location, translation / interpreters, understandable language, sensitivity of timing e.g. regarding school term times.

...stability and consistency of structures and people (as much as possible).

...have their voluntary status acknowledged and respected.

PEOPLE ENGAGED IN CO-PRODUCTION HAVE A RESPONSIBILITY TO...

...encourage a collaborative process based on mutual trust and respect. For example by listening to each other and answering questions respectfully.

...build connections and be accountable to wider communities and groups. This acknowledges that no one individual can represent everyone.

...share information with wider communities and groups and feedback their concerns, whilst abiding by organisations’ confidentiality agreements.

...refrain from disclosing anything shared confidentially, unless required to do so by law.

...commit to ongoing involvement to keep momentum going.

AS PARTNERS WE ALL COMMIT TO MAKING CO-PRODUCTION WORK BY...

...signing up to this Co-production Charter, reporting against it annually and making concerted steps to improve how we implement its principles.

...proactively exploring new and different ways of working to remove barriers to participation and equally include as many diverse sectors as possible.

...dedicating resourcing and funding for co-production to ensure sustainability.

...committing to an individual and organisational cultural shift towards a “bottom up” rather than “top down” approach.

...listening and acting accordingly.