

SHAPING FUTURES, CHANGING LIVES – Draft People Directorate Commissioning Strategy

CO-PRODUCTION AND ENGAGEMENT PLANNER

APRIL 2017

NOTES

Corporate / Directorate processes: Consultation / Engagement Planning document available c/o Liz Phillips, Commissioning

“Lead” names – are identified. It is understood that other staff may be the lead. Nominated names are requested to confirm leadership with the other person where that applies.

Engagement and consultation ends: 30 June 2017

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	GROUPS / INDIVIDUALS	MEETINGS / HOW	LEAD	WHEN	COMMENT
1.	Elected Members Cabinet / Council Committees	Cabinet	LS (PS/BC)	26 April 2017	NB. Confirm any Purdah Period implications.
		Scrutiny Board	LS (PS/BC)	30 May 2017	n/a
		Scrutiny - Adults	LS (PS/BC)	13 June 2017	n/a
		Scrutiny – Children’s	LS (PS/BC)	14 June 2017	n/a
		Health and Well Being Board	LS (PS/BC)	28 June 2017	n/a
		Cabinet	LS (PS/BC)	19 July 2017	n/a
2.	All Elected Members		PS/BC	TBC	Idea: consider Workshop Meeting in Council Chamber?
	PARTNERS				
3.	Partners	Health and Well-Being Board	LS (PS/BC)	28 June 2017	As above
		CCG Commissioning Cttee	PS/BC	TBC	PS attends
		Children’s Trust Board	PS/BC	TBC	LS/EB/RJ attend
4.	Partner organisation	Internal news items	PB	27 th April	Article post Cabinet decision (note Purdah)

	employees			27 th May	Reminder to take part in consultation
5.	Systems / Transition Board	Systems / Transition Board	LS/DW/RJ/EB/BC	Draft Plan in place c/o Healthwatch	This activity will secure citizen engagement via Healthwatch This will need staff from the Council to be designated to participate in the planned events
6.		Executive Commissioning Board	BC	04 May 2017	
7.		BCF Board	BC	11 May 2017	
ADULT CARE / SERVICE PROVIDERS					
8.	Care Providers	WMCA c/o			Monthly meeting (wed) Sue Lennon
		Careers into Care Partnership	Commissioning Mgr Workforce Lead (BC)	25 May 2017	
		Domiciliary Care Forum	Jaz Kakkar	TBC	
		Disability providers	Kathy Roper	TBC	<i>Ad hoc</i> – needs to be organised
		Very sheltered Home providers	Jaz Kakkar Kathy Roper	YBC	
		SUIT	Juliette Grainger	TBC	

OTHER BOARDS / MEETINGS					
9		Safer Wton Partnership	Check with: • Lynsey Kelly • Karen Samuels	TBC	
Children and Young People					
10.	Children and Young People	Foster Care Group	Jan Barlow	TBC	
		Corporate Parenting	Carol Bourne	TBC	
		Children in Care Council	Carol Bourne	TBC	
11		Care Leavers Forum	CB / Alice Vickers	TBC	
People who use services					
12	People who use services	Day opportunities	Tom Denham		
		<i>Idea:</i> 1:1's. Home Visits?			Select xx people who use services in consultation with SWs/TMs to whom we could visit to discuss
		Beacon Centre			c/o hbrown@beaconvision.org

		"Hear Our Voice"			
		Headstart (young people)	Kevin Pace	TBC	
		Carers Forum	Lesley Johnson	TBC	?Newsletter / e-zine? Melinda Kaur
	The Public / citizens				
13	<i>"Talking Care in the City"</i> Supermarkets / High Street			TBC	<ul style="list-style-type: none"> • Check: links to Healthwatch activity? • Commissioning Support Officers to coordinate? • Identify locations – Wulfrun Centre is usually good (under cover, good footfall); • need city-wide locations
14	Media	Press releases interview opportunities	PB	27 th April 27 th May	<ul style="list-style-type: none"> • Article post Cabinet decision (note Purdah) • Reminder to take part in consultation
15	Web presence	Survey Monkey			<ul style="list-style-type: none"> • People Commissioning have Survey Monkey

					<ul style="list-style-type: none"> • Need to clarify questions • Post draft strategy on the Web
16		Twitter Account		c/o Project Support Officer	<ul style="list-style-type: none"> • PB enquired. Agreed. • How could questions be chunked up? • Link to website location
17		Facebook presence	PB		PB – will upload onto “Wton Today” Can target Wton citizens
18		Website	PB		PB to clarify
	Staff				
19	People Directorate	Localities -	Commissioning Managers Heads of Service?	As per Team Meetings	
20	Council employees	City People articles	PB	27 th April 27 th May	Article post Cabinet decision (note Purdah) Reminder to take part in consultation