**TAPPI Template**

**Developing a strategic approach to co-production**

**This template is designed to help organisations develop a strategic approach to co-production.**

**Background**

*A short background which might include previous participation, consultation and co-production activity. Providing a context of how the current co-production work fits in with other organisational activity.*

**Organisational commitment to co-production**

*A short statement of how the organisation is committed to co-production and why this is important.*

**Definition and principles of co-production**

*A short statement that sets out what the organisation means by co-production and what principles will guide its implementation.*

**Aim and outcomes of co-production**

*It is helpful to have clear set of aims and objectives for your co-production work. This may help organisations decide how to evaluate their co-production work. However, the primary usefulness in terms of strategy development of having some aims and outcomes is to focus the thinking about co-production. Co-production is a slippery concept and implementing it can mean different things to different people. So, making clear what the aim and outcomes of the work is extremely useful.*

*The aims and outcomes are intended as a framework which organisations can develop as appropriate. They are based on previous work on the evaluation of co-production by the Social Care Institute for Excellence (SCIE) and Co-production Works.*

**Aim, (what we hope to achieve as a result of co-production)**

*The aim of co-production is for later life tenants, their family/friends and housing staff to work together in equal partnerships to design and deliver digital technology solutions which improve health and independence.*

**Outcomes, (the changes that occur because of co-production)**

1. *Tenants, their families/friends feel they have increased influence over decisions about digital technology services and solutions that affect their lives.*
2. *Tenants, their families/friends are more engaged in decisions about digital technology solutions.*
3. *Tenants, their families/friends and housing staff have the skills and knowledge they need to work together effectively.*
4. *Tenants, their family/friends and housing staff are more confident about working together in equal partnerships.*
5. *Digital services and decisions about technology, are improved because those affected by them have directly influenced, their design and delivery.*

**Governance of Co-production and decision making**

*How will co-production be governed within the project and/or the wider organisation. Who is the lead manager, what groups and other staff are involved. How will decisions about co-production be made?*

**Activities and Methods**

* *How will co-production be supported (staff capacity, tenant involvement, costs)*
* *What co-production groups will be set up who will be on them, what will they do how frequently will they meet etc.?*
* *How will tenants and their friends/families be involved as equal partners in all the activities*
* *How will the activities contribute to the aim and outcomes?*

**A timeline of co-production activities**

*Include a list of milestones, a timeline or Gant chart here.*

Prepared by [Co-production Works](https://www.housinglin.org.uk/Topics/browse/Design-building/tappi/tappi2/co-production-and-engagement-partner/) for the [TAPPI project](https://www.housinglin.org.uk/Tappi).