

### 1. Introduction & Background

1.1. The Whole Families Wellbeing (WFW) Fund is aimed at supporting whole system transformational change to reduce the need for crisis intervention and shift both staff resource and budget investment towards prevention and early intervention.

1.2. This proposal for co-producing recommendations for system transformation and funding of future services in Fife is set within the context of key legislation and policy drivers including the Children and Young People (Scotland Act) 2014, Getting it Right for Every Child and The Promise. Central to this service brief is a focus on children's rights within the context of the UN Convention on the Rights of the Child (UNCRC) and the requirement for public bodies to report back every 3 years on steps to embed key elements in practice.

1.3. The Plan for Fife and the Children's Service Plan 2021-23 sets out partnership objectives and priorities for improvement, these are aimed at supporting recovery from the Covid pandemic for all children, young people, and families. The main improvement elements below ensure a focus on vulnerable children and young people:

- **Delivering the Promise**
- **Supporting Wellbeing**
- **Closing the Equity Gap**
- **Promoting Children's Rights**

1.4. Fife's Children's Service Plan 2021-23 promotes a context of improvement activity with a clear focus on:

- Services working in a more joined up and collaborative way in local communities
- Targeted and intensive support scaffolded around families and care experienced children & young people
- Supporting the emotional and physical wellbeing of children and young people
- Impact on poverty and measures to close the gap particularly for vulnerable children, young people, and families
- Further embed a children's rights approach across all areas of practice ensuring children and young people's needs are at the centre

1.5. The Promise Plan is based on the foundations of Voice; Family; Care; People and Scaffolding, the Plan 2021-24 promotes fundamental areas that will support system change which are included in Fife's Children's Service Plan and integral to the Children & Families 'Belonging to Fife' Strategy, for example:

- An understanding of what matters to children, young people and families and this perspective influencing how we work together – the voice
- Listening and understanding the perspective of care experienced children and those on the 'edge of care'
- Embedding children's rights ensuring this is at the forefront of workforce practice and values
- Destigmatising the language that is used across the professional system based on what children and young people tell us
- Shifting the profile of care towards better support for children and young people to live safely at home
- Better alignment of services for all including care experienced children, providing a 'scaffolding' of support around needs with families accessing services which they experience as integrated and available for as long as necessary
- Support to all children but with a priority for those in most need due to risk and adversity to prevent the possibility of family breakdown and need for formal care

1.6. The Promise recognises that all families need different support at different times in their lives and whole family support is a key element of Plan 2021-24 based on the principles below:

Supporting families to stay together is a priority and this service brief is seeking to support the co-development and co-design of current and future whole family support based on the direct involvement of families who have or currently access family support services.



## 2. A Co-production Model for Whole Families Wellbeing Fund (WFWF)

2.1. The proposal is aimed at establishing the conditions where the views and experiences of children and families are central to system transformation and funding of future children's services in Fife so that in turn children and families in Fife experience better outcomes and are able to thrive.

2.2. There are many different definitions of what co-production is and what it is not. For this project we will use the following definition of co-production:

*"A way of working whereby citizens and decision makers, or people who use services, family carers and service providers work together to create a decision or service which works for them all. The approach is value driven and built on the principle that those who use a service are best placed to help design it" (National Occupational Standards).*

2.3. The programme of work and approach will build on existing learning and good practice around developing co-production approaches in Fife and in particular the co-produced report ['Inclusivity and Co-production; A trauma informed guide for Fife'](#).

2.4. In particular, over the course of 15 months (Jan 2023 to March 2024), the project will aim to deliver the following outcomes:

- A co-produced review of existing children and families support (universal, additional, and intensive) in Fife across rural and urban geographies and with a particular focus on the experiences and aspirations of priority families as set out in the Best Start Bright Futures and Anti-Poverty Action Plan:
  - lone parents,
  - Disabled,
  - 3+ children,
  - minority ethnic,
  - youngest child aged <1,
  - mothers aged <25.
- Recommendations to inform future children and families support service planning, commissioning and design as part of the wider policy environment, no wrong door approaches, and Supporting Families Toolkit for Change.
- Reflection and learning on what supports successful co-production with children, families and service providers to inform future practice in this arena

2.5. The WFW co-production will test a new approach to delivering co-production in Fife. The project will be coordinated and overseen by Fife Voluntary Action in their capacity as a non-service delivery organisation, and building on existing experience of supporting co-production activity in other policy domains in Fife.

2.6. In addition the WFWF co-production will also offer funding for a number of third sector partners in Fife to support their engagement with and delivery of the co-production approach. Funded organisations will be expected to provide support to children and families to engage in the wider co-production process. These organisations will also be members of a WFWF Core Co-production Oversight Group and/or provide oversight of themed co-production activities as determined by the Core group.

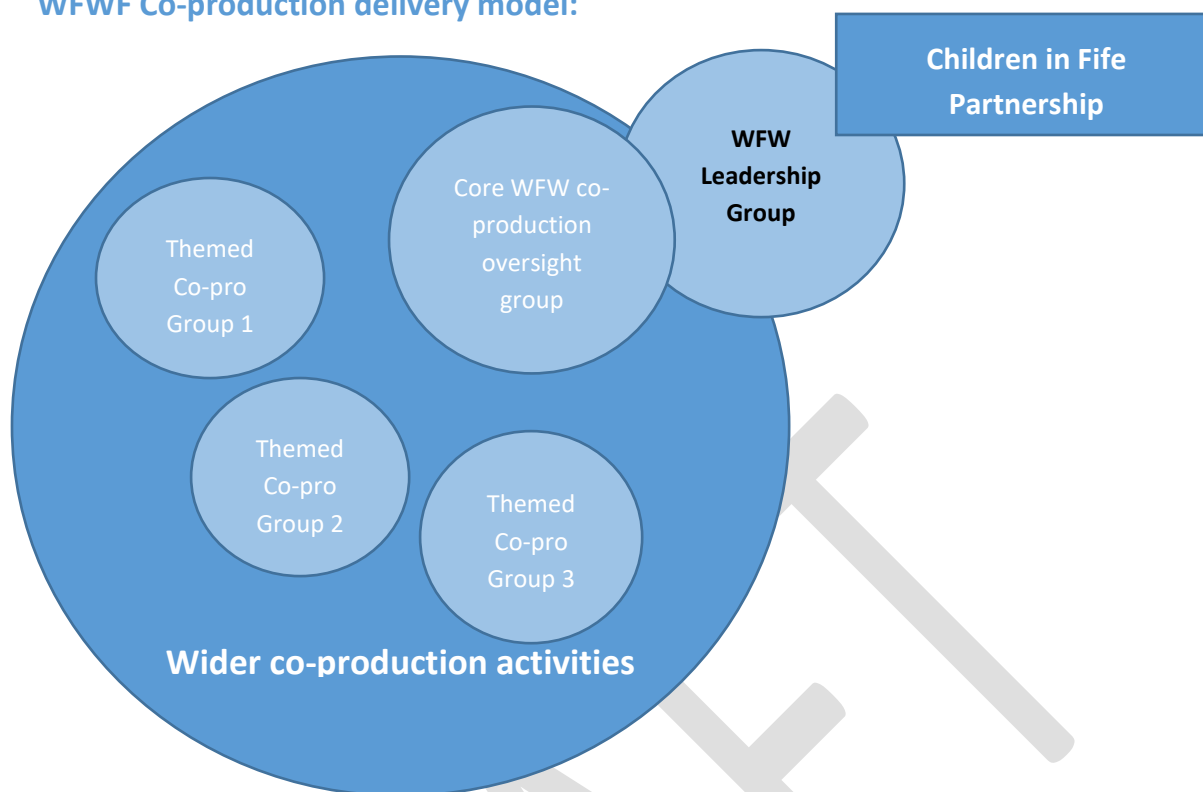
2.7. Funding will be available to third sector organisations. Funding will be allocated depending on the approach but for example can be used to cover the costs of staff time, training, expenses and supporting children and families to engage either through paid opportunities or as volunteers.

2.8. The process for applying for and agreeing funding to support this co-production approach will be developed in discussion with the Children's Services Forum.

2.9. Organisations will be selected according to the following criteria, these will be finalised in discussion with the Children's Service Forum:

- Evidence of relationship with one of the priority family groups:
  - lone parents,
  - Disabled,
  - 3+ children,
  - minority ethnic,
  - youngest child aged <1,
  - mothers aged <25.
- Experience of, and approach to, supporting engagement of children and families in service design or co-production-type activity
- Commitment to an open, transparent and collaborative approach to a whole-systems review of children's services in Fife
- Ensuring a balance of geographical coverage on the WFWF Core Co-production Oversight Group

### WWF Co-production delivery model:



### Activities:

2.10. This project will undertake the following activities:

- Open application and funding process for third sector partners to engage
- Create a WWF Core Co-production Oversight Group including statutory partners and children and families representatives
- Explore models of best practice (including those out with Fife) and training to develop our approach to co-production in Fife.
- Coordinate a 15-month project focused on engagement, empowerment, participation, and co-production with children and families services in Fife.
- Support and amplify the voice of priority children and families across both rural and urban parts of Fife to contribute their views, ideas, and solutions.
- Connect with and build on relevant existing co-production activity locally to avoid duplication.
- Share learning both strategically and with community organisations and families across Fife

## Outputs

2.11. At the end of 15 months this project will deliver:

- A detailed co-produced report with recommendations to inform future children and families support service planning, commissioning and design as part of the wider policy environment and Supporting Families Toolkit for Change.
- Evidence of meaningful engagement with priority children and families and across rural and urban areas of Fife
- Reflection and learning on what supports successful co-production with children, families and service providers to inform future practice in this arena

### 3. Networking and Communication

- 3.1. The FVA WFW Co-production approach will report into the WFW Leadership Group. They will invest time and energy in sharing learning both in terms of recommendations for improving children's services and in terms of learning of what supports quality co-production in Fife.
- 3.2. The WFW Leadership Group will ensure regular briefings on activity and updates to key stakeholders and the general public through newsletters, press releases and social media

### 4. Risk Management

- 4.1. The WFWF Core Co-production Oversight Group will be responsible for creating a risk register as part of the establishment of the co-production approach and oversight.
- 4.2. Organisations funded to support the WFWF Co-production activity will be responsible for managing risk within their own organisation and in terms of support for the individuals they help to engage.

### 5. Recording, Monitoring and Evaluation

- 5.1. As the lead partner Fife Voluntary Action will be responsible for recording and tracking all engagement activity including undertaking equalities analysis of participation to ensure representative engagement. The record management system in place will be compliant with Data Protection legislation with a workforce who are knowledgeable and competent to record accurately in respect to direct contact and reports for all activity.
- 5.2. Fife Voluntary Action will also be responsible for monitoring the activity of organisations funded through this budget to engage in co-production and reporting WFW Leadership Group. This should cover key learning and exceptions.

- 5.3. Organisations funded through this programme of work will be expected to provide information and reports as required by Fife Voluntary Action and to support any evaluation.
- 5.4. Funding will be set aside to support independent evaluation of the co-production element of the journey and to provide the separate evidence required for the element of the project which seeks to learn about how to do co-production with families. This may be incorporated into a wider evaluation of the WFW programme.

## **6. Funding:**

- 6.1. The Children's Services Partnership responsible for the deployment of the Whole Family Wellbeing Fund has set a 2022/2023 budget for this service at between £130K-£150K.
- 6.2. In addition to the Children's Services Development Manager approximately £73,000 will be awarded to Fife Voluntary Action to support the following elements of delivery:
- Children's Services Co-production Officer (f/t): £34,000 incl. on costs
  - Funding management and admin (1 day/week): £7,500 incl. on costs
  - Co-production guidance and support, Employability Development Manager (1 day/week): £9,000
  - Project costs:
    - Office & IT costs: £4,000
    - Room hire and catering: £2,500
    - Marketing: £1,000
  - Evaluation (externally commissioned): £15,000
  - TOTAL: £73,000
- 6.3. A further £75,000 has been set aside to support funding for third sector organisations, to both engage in the co-production work and fund engagement of voices of lived experience.

## 7. Outline Timeline for delivery:

<b>19 Jan 2023</b>	WFW Co-production Introductory Partner Workshop	FVA & Fife Council
<b>Jan 2023</b>	Confirmation of overarching grant to FVA	Fife Council
<b>23 Jan 2023</b>	Invitation for Applications to partners published	FVA
<b>Feb 2023</b>	decision on independent evaluation TBC	Fife Council
<b>27 Feb 2023</b>	Closing date for partner applications	
<b>Early March 2023</b>	Assessment of partner proposals by select panel	FVA & Fife Council
<b>Mid March 2023</b>	Announcement of Successful partners	FVA
<b>March/April</b>	First meetings of Core-co-production oversight group, introductions, agreeing purpose, values, approaches, risk register	FVA, Fife Council and selected partners
<b>May – June 2023</b>	Training and developing understanding of co-production, building stakeholder maps, understanding the systems and data, co-designing wider co-production activities, identifying target/priority areas and communities	FVA, Fife Council and selected partners
<b>July 2023 - Oct 2024</b>	Undertake co-production and engagement activities	Wider community
<b>Nov 2023 – Jan 2024</b>	Write up findings and recommendations	FVA
<b>Feb 2024</b>	Present initial findings and gather feedback from groups involved	FVA, Fife Council and selected partners
<b>March 2024</b>	Present final recommendations to WFW Leadership Group and Children in Fife Partnership	FVA, Fife Council and selected partners