



## Top Tips for Co-production

- 1 When you start a piece of work your first thought should be 'who do I need to involve?' AND involve them immediately. Then ask who have I missed out.
- 2 The best starting place for co-production is at the beginning - right at the start of a blossoming idea.
- 3 Come to the table without an agenda and build that agenda with people who use your service.
- 4 Involve people who use services and their families in all aspects of a service – the planning, development and delivery of the service.
- 5 Make sure that everything in the co-production process is accessible to everyone taking part.
- 6 Before you start the actual work decide together how you are going to work and what will make it successful and stick to it.
- 7 Good facilitation, listening, acting upon what is heard and reflecting are key.
- 8 Make sure that no one group or person is more important than anyone else. Everyone can contribute given the right support.