

A Codesign Approach to the Adult Social Care Strategy: High Level Plan.

This document outlines the steps and the timeline for shaping and agreeing the content of new City of York Council Adult Social Care Strategy with key stakeholders and members of the public. We want to make the process one of codesign and get the best possible feedback to refine the strategy, making sure all those who are responsible for its delivery, supporting the goals of the strategy or relying on the outcomes and impacts within, agree about its priorities and intentions.

It is worth saying that the purpose of this exercise is to get the most useful challenge and feedback to ensure engagement and agreement around the strategy. This means that, if necessary and where informed by feedback or engagement with the those who talk to us about the strategy, timings may be altered to make the most of everyone's feedback and views.

Key Activities and Steps

1. Preparation and Planning

- Define Objectives: Clearly articulate the goals of the codesign around the strategy, such as gaining feedback, fostering co-production, and building consensus for the vision, commitments, approaches, and priorities.
- Create and publish accessible forms of the key elements of the strategy online for all audiences. Create online tools for effective feedback and comments.
- Stakeholder Mapping: Identify internal and external stakeholders, including citizens and people who use services, carers, advocacy groups, and public representatives.
- Set Clear Timelines: Establish a timeline for consultation, codesign and coproduction, and finalization.

2. Engagement and Feedback Collection

The following list outlines the main intended ways of reaching people and getting their views. Dependent on the level of engagement or demand at any stage some of the methods may be repeated or deleted to get the most form the approach.

- Surveys and Questionnaires: Capture feedback from a broader audience in structured formats.
- Focus Groups: Target specific cohorts, such as citizens and people who use services or carers, for more in-depth discussions.
- Workshops: Co-production workshops to collaboratively refine the strategy.
- One-on-One Interviews: Conduct interviews with key partners.

3. Analysis of Feedback

ANNEX 2

Based on the content of the feedback, a thematic and quantitative analysis will be completed, organising feedback into themes and analysing any survey data available including themes, issues and responses raised by the different stakeholder groups.

4. Revising the Strategy

Based on the analysis of feedback and balancing priorities to make sure revisions reflect a balance between what can be achieved (operational feasibility) and what people would like to see in the strategy (stakeholder aspirations) a list of revisions will be created.

As part of this, and to ensure transparency, and changes adopted or not adopted will be clearly explained with reasons for this decision.

5. Presenting Findings and Changes

We will provide a summary report of the feedback and any changes made and offer to hold follow-up meetings to present the revised strategy.

6. Final Agreement and adoption of the Strategy.

Getting final agreement to adopt the strategy based on the changes and feedback given.

Share the revised strategy widely so that everyone connected with the delivery, supporting the goals of the strategy or relying on the outcomes and impacts can clearly see the intent and commitments within.

ANNEX 2

High Level Timeline for Key Activities:

ACTION	Status
Week commencing 23-September-2024: Preparation and Planning	
<ul style="list-style-type: none"> Define objectives, identify stakeholders. 	
<ul style="list-style-type: none"> Make changes to document prior to sharing widely. 	
<ul style="list-style-type: none"> Set timelines, develop communication plan and feedback tools for online responses. 	
Week commencing 30-September-2024: Information Sharing and Transparency	
<ul style="list-style-type: none"> Prepare and distribute strategy materials (online). 	
<ul style="list-style-type: none"> Share documents and invitations for participation (Email to key stakeholders) 	
Week commencing 07-October-2024: Engagement and Feedback Collection	
<ul style="list-style-type: none"> Public consultations, surveys, and questionnaires. 	
<ul style="list-style-type: none"> Focus groups, workshops, and targeted interviews. 	
<ul style="list-style-type: none"> One-on-One Interviews and Feedback Closure 	
<ul style="list-style-type: none"> <ul style="list-style-type: none"> Conduct one-on-one interviews. 	
<ul style="list-style-type: none"> <ul style="list-style-type: none"> Close feedback collection, organise data. 	
Week commencing 28-October-2024: Analysis of Feedback	
<ul style="list-style-type: none"> Analyse qualitative and quantitative feedback. 	
<ul style="list-style-type: none"> Discuss and identify and necessary revisions to the strategy based on feedback. 	
Week commencing 04-November-2024: Revising the Strategy	
<ul style="list-style-type: none"> Revise the strategy as required. 	
Week commencing 11-November-2024: Presenting Findings and Final Agreement	
<ul style="list-style-type: none"> Present revised strategy, hold final consultations, and secure agreement. 	
<ul style="list-style-type: none"> Final agreement of the ASC strategy 	
<ul style="list-style-type: none"> Plan close and all documents returned to CYC for Action 	