



1. Planning

The Idea!

- What we hope/want to achieve
- Who do you want/need to be involved?
- What experiences, talents & skills will they bring?
- How will you encourage people?
- What rewards will you offer?
- Have you built in support & training?
- Have you built in time for people to think & reflect?
- Is the information accessible?
- Have you seen people face to face?

2. Doing & Reviewing

How?

What do you need to do next? & What resources have you got?

- How often will you review your progress?
- How will you do your co-production?
- What extra support will you need? (admin, time, people)
- Who will do what?
- How will you get people's views?
- How will you feedback to people?
- How does everyone want to be involved?
- What do you want to give back?
- What have you organised in the community?

3. Reflection & Change

Think.

- What worked well & what didn't?
- Check! Did we do what we said we would do?
- Was this co-produced? Have you asked everyone involved?
- What do we dump?
- What can we recycle?
- Where were the gaps?
- What do we grow?
- What else can we do?