

Carers (Scotland) Act Implementation Steering Group
1st Meeting: 29 September 2016 – Action Note

Attendees

Jamie MacDougall (Chair)	Scottish Government
Aileen Campbell MSP	Minister for Public Health and Sport (early part of meeting)
Councillor Peter Johnston	COSLA (early part of meeting)
Mohammed Afzal	Carer
Jim Aird	Carers Trust
Colin Angus	Royal College of GPs Scotland (patient representative)
Claire Cairns	Coalition of Carers in Scotland (COCIS)
Fiona Collie	Carers Scotland
Chris Creegan	Scottish Consortium for Learning Disabilities (SCLD)
Ann Cummings	Glasgow City Council
Anna Gibb	Scottish Government
Sarah Gurney	National Dementia Carers Action Network (NDCAN)
Beth Hall	COSLA
Theresa James	NHS Highland
Jane Johnstone	Scottish Government
Myra Lamont	Carer
Lynn Lavery	Scottish Government
Victoria MacDonald	Scottish Government
Donald MacLeod	Carer
Peter McCulloch	Social Work Scotland
Julie McKinney	Scottish Government
Louise Morgan	Scottish Young Carers Services Alliance
Suzanne Munday	Minority Ethnic Carers of Older People Project (MECOPP)
Rami Okasha	Care Inspectorate
Moira Oliphant	Scottish Government
Gillian Reid	ENABLE Scotland
Julie Rintoul	Scottish Government
Julie Robb	Scottish Government
Catriona Rostron	NHS Lothian
Shiona Strachan	Integrated Joint Board Chief Executive
Alison Taylor	Scottish Government
Audrey Taylor	NHS Education for Scotland (NES)
Kevin Toshney	Aberdeen City Council
Ali Upton	Scottish Social Services Council (SSSC)
Ian Welsh	Health and Social Care Alliance
Don Williamson	Shared Care Scotland
Steven Wilson	Healthcare Improvement Scotland (HIS)

Apologies

John Butcher	Association of Directors of Education in Scotland (ADES)
Margaret McCarthy	Crossroads Caring Scotland
Frances Simpson	Coalition of Care and Support Providers in Scotland (CCPS)
Simon Hodgson	Represented by Fiona Collie
Alison Jarvis	Represented by Catriona Rostron
Fiona Murray	Represented by Colin Angus
Elaine Torrance	Represented by Peter McCulloch

Agenda Item	Discussion	Action	Person	Date	Status
2. & 3. Welcome from the Minister for Public health and Sport and Councillor Johnston's remarks	The Minister spoke about the key challenges and opportunities of implementation of the Carers Act in the wider policy and financial landscape. Councillor Johnston reiterated COSLA's support for supporting carers, taking into account the financial climate and the need to ensure flexibility of approach. The Minister and Councillor Johnston responded to points made in discussion including: support for the Government's approach to the wider agenda relevant to carers including employment; the Government's plans for the transformation of primary care; and the reform of public services. Moira Oliphant answered a point raised with the Minister about the carers' charter confirming there would be a carers' charter under the Act.	N/A			
5. Terms of reference discussion	Lynn Lavery introduced paper 1 which set out the draft terms of reference for the ISG. The group agreed the terms of reference subject to a drafting change.	1. Mark future papers 'Draft for discussion, to be shared in confidence' rather than 'In Confidence'	Authors of future papers	When writing	
6. High Level Implementation Plan	Moira Oliphant introduced paper 2 which sets out the draft high level implementation plan and priorities leading up to commencement of the Carers Act and beyond. The group discussed how best to share this paper when it is finalised and suggested publication on SG website.	2. Group members to consider high level implementation plan and provide written comments ie by 10 December ; members to copy their comments to all group members	Group members Moira Oliphant Anna Gibb	Ongoing	

	<p>It was agreed that the plan was clear and accessible.</p> <p>An addition to the logic model in the paper on person centeredness was requested for addition to paper. It was proposed that the priority of monitoring and evaluation should look at the qualitative impact. The point was made about the importance of self-evaluation and knowing the 'how' of what works well.</p> <p>There was discussion of people's whole lives and the focus extending beyond health and social care. It was proposed that reference should be made to the mental health strategy. It was proposed to maintain a focus on inequalities. There had to be ownership from local government and integration authorities.</p>	<p>so everyone sees them</p> <ol style="list-style-type: none"> 3. Add person centeredness to the logic model in the paper. 4. Consider refs to mental health (although SG Carers Branch has linked up with mental health colleagues on the mental health strategy) 5. Ensure high level plan is put on SG website and shared when finalised. 			
7. National Implementation Programme	<p>Lynn Lavery introduced paper 3, an overview of the national implementation programme.</p> <p>The group discussed the importance of addressing health inequalities / deprived communities / remote and rural communities / protected characteristics within either their own workstream or as an overarching theme for each work group. It was agreed that</p>	<ol style="list-style-type: none"> 6. Update / include in terms of reference for all working groups 7. SG to consider carers centre representation on working groups, where appropriate. 	Project Managers of each group	<p>Next meeting of each group</p> <p>Ongoing</p>	

	<p>these matters would be included in the terms of reference for each working group.</p> <p>There was also a request for carers centre representation on each working group.</p>				
8. High Level Timeline	Lynn Lavery introduced paper 4 which set out the high level timeline for the implementation plan. The group were content with the proposed timeline and are happy to see a more detailed timeline when it is available.	8. Further work on more detailed timeline which would be shared with the ISG at the next meeting.	Lynn Lavery Anna Gibb	1/12/16	
9. Approach to delivery of regulations and guidance	Lynn Lavery discussed the Carers Branch intended approach to delivery of regulations in house and the possibility of commissioning out some elements of guidance. The group would be kept updated on progress.	9. Provide status update on approach to regulations and guidance	Lynn Lavery	On agenda for next meeting	Cleared
10. Approach to testing/piloting	Moira Oliphant spoke briefly about the Carers Branch intention to use test / pilot areas for certain parts of the Act pre commencement. The group asked to be kept informed.	10. Provide status update at next meeting	Moira Oliphant	On agenda for next meeting	Cleared
13. A.O.B	Chris Creegan (SCLD) raised the need for clarity for roles and responsibilities of the members of the ISG. He also raised a query on how to engage and share information with the people they represent. It was agreed that these issues would be raised in the creating	11. Will clarify this in terms of reference paper for creating conditions for successful implementation and in communications plan	Moira Oliphant	First meeting of work group	

	conditions for successful implementation work group.				
--	--	--	--	--	--