

**Carers (Scotland) Act Implementation Steering Group
Meeting 2: 23 January 2017 – Action Note**

Attendees

Jamie MacDougall (Chair)	Scottish Government
Moira Oliphant (Chair)	Scottish Government
Caroline Amos	Association of Directors of Education in Scotland (ADES)
Colin Angus	Royal College of GPs Scotland (patient representative)
Claire Cairns	Coalition of Carers in Scotland (COCIS)
Chris Creegan	Scottish Consortium for Learning Disabilities (SCLD)
Gordon Dodds	Edinburgh Council
Sarah Gurney	National Dementia Carers Action Network (NDCAN)
Beth Hall	COSLA
Simon Hodgson	Carers Scotland
Theresa James	NHS Highland
Alison Jarvis	NHS Lothian
Myra Lamont	Carer
Donald MacLeod	Carer
Margaret McCarthy	Crossroads Caring Scotland
Peter McCulloch	Social Work Scotland
Julie McKinney	Scottish Government
Louise Morgan	Scottish Young Carers Services Alliance
Graham Morrison	Health and Social Care Alliance
Suzanne Munday	Minority Ethnic Carers of Older People Project (MECOPP)
Heather Noller	Carers Trust Scotland
Rami Okasha	Care Inspectorate
Julie Rintoul	Scottish Government
Morag Robertson	Scottish Government
Julie Robb	Scottish Government
Catriona Rostron	NHS Lothian
Frances Simpson	Coalition of Care and Support Providers in Scotland (CCPS)
Shiona Strachan	Integrated Joint Board Chief Officer
Audrey Taylor	NHS Education for Scotland (NES)
Kayleigh Thorpe	ENABLE Scotland
Kevin Toshney	Aberdeen City Council
Ali Upton	Scottish Social Services Council (SSSC)
Alison White	Midlothian Council
Steven Wilson	Healthcare Improvement Scotland (HIS)
Peggy Winford	Scottish Government

Apologies

Fiona Collie	Carers Scotland
Don Williamson	Shared Care Scotland
John Butcher	SCIS
Ann Cummings	Glasgow City Council

Agenda Item	Discussion	Action	Person	Date	Status
2. Update on actions from previous meeting	<ul style="list-style-type: none"> • Revised terms of reference; • Mark future papers 'Draft for discussion, to be shared in confidence' rather than 'In Confidence' or 'In-confidence, not to be shared' depending on nature of paper. No point in sharing major documents prior to the meeting if they will be substantially changed. • Pilots update – Group informed that pilot areas have been agreed by SG and COSLA and will be approached soon and South Lanarkshire, a non-COSLA LA has expressed an interest. There will be a modest level of funding for pilot areas and different areas may pilot different themes which will include: ACSP/YCS, preparation of a local carer strategy; provisions on market sufficiency of short breaks etc. 	N/A			
3. High Level Implementation Plan	<ul style="list-style-type: none"> • Moira Oliphant updated that there had been a significant number of comments from members of both a strategic and detailed nature on the Plan. 	<ol style="list-style-type: none"> 1. SG to amend paper where necessary to take account of comments. 2. SG to respond to individuals whose comments have not been included in the paper. 3. SG to post the High Level Implementation Plan on 	<p>Moira Oliphant</p> <p>Moira Oliphant/Carers Branch</p>	<p>March</p> <p>After paper has been amended / end March</p> <p>On finalisation</p>	

		the Carers Branch website.			
4. Summary of Action	<ul style="list-style-type: none"> Moira Oliphant talked through the Summary of Action paper highlighting the different events and pieces of work attended and being undertaken by Carers Branch and stakeholders in relation to the implementation of the Act. 	<p>4. The work being undertaken on Personal Outcomes by Emma Cook and Ailsa Miller to be circulated and/or presented at the next ISG.</p> <p>5. To share results of the mapping work undertaken on Hospital Discharge.</p> <p>6. To distribute the briefing note on local carer strategies timelines.</p> <p>7. To keep the Summary of Action paper updated and a “live” document to inform stakeholders.</p> <p>8. To review the pending work on the “results chain” in light of learning from the SDS Act implementation.</p> <p>9. To update Shiona Strachan on the upcoming Carers Branch</p>	<p>Carers Branch</p> <p>Carers Branch</p> <p>Carers Branch</p> <p>Carers Branch and stakeholders who are holding events.</p> <p>Carers Branch</p> <p>Carers Branch</p>	<p>Next ISG – May 8th</p> <p>When the report has been finalised and after we take stock.</p> <p>When finalised</p> <p>Next ISG – 8th May Updated copy circulated following ISG2</p> <p>Ongoing</p> <p>Complete</p>	

		meeting with IJB managers			
5. Carers Act Baseline Data Presentation	Julie Rintoul, SG Statistician presented on the outcomes from the working group on baseline data. Comments made regarding type of information gathered,	10. To share the slides with the members 11. To consider further where data requests will be sent.	Peggy Winford Julie Rintoul	Done	
6. Carers Act Self-evaluation – Readiness for Implementation Presentation	Donald McLeod, carer from Highlands presented on Highland's self-assessment tool for the Act.	12. To share the full report with members 13. To ensure Highland's experience with their self-assessment is taken account of by Scottish Government. 14. Involve Care Inspectorate and others	Peggy Winford Carers Branch	ASAP As and when work begins	
7. Regulations update	Moira Oliphant talked through the regulations paper. Peggy Winford and Julie Robb updated the group on the discussions so far by the working groups on the regulations. Recognised that some groups have met more often and made more progress than others.	15. Beth Hall to provide relevant information on "mixed carers" 16. Suzanne Munday to provide an updated version on MECOPP's FOI on "mixed carers".	Peggy Winford/Beth Hall Peggy Winford/Suzanne Munday		
8. Approach to	Julie Robb updated the group on the				

the delivery of guidance	intention to write the initial draft of most of the guidance in-house but for the process to be that of co-production with stakeholders where areas of expertise exist. There is a Ministerial commitment to co-production.				
10. Discussion on Communication Strategy and Plan	Moira Oliphant updated the group on the high level communications plan. The next stage is to decide who takes ownership and prioritise messages that are being conveyed. The group were informed that the Carers Charter will not be ready for publication by April 1 st 2018 so that any rights through regulations may be accounted for in the document. Some members highlighted gaps in the Plan covering for example, employers.	17. Group members to consider the plan and feedback any omissions or where aspects could be removed. 18. A group will be set up to discuss the Carers Charter and it will be added to the comms plan. 19. To send out evidence for not pursuing a national campaign.	All ISG members Carers Branch Moira Oliphant	ASAP As required ASAP	
11. AOB	Discussion on the £107 million local government settlement for social care. Funding within this will not be ring-fenced for carers. However, £2 million will be earmarked for capacity building to prepare for commencement of the Act. Confirmed that the £2 million for the Carers Act for 2017-18 is part of the £107 million. Carers Branch will write out shortly to				

	integration authorities, local authorities and Health Boards on Carer Information Strategy and Short Breaks funding.				
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