

Carers Act Implementation Steering Group 29th September 2016

Draft terms of Reference

Role:

The Carers Act Implementation Steering group brings together the main delivery partners, including local authorities, third and independent sectors, carer organisations, the education sector, the Royal College of GPs and condition-specific representative organisations who all have an interest in and a role to play in successful implementation of the Act. The focus of the group is on the period leading up to the implementation of the Carers Act on 1 April 2018 and the period immediately after implementation. Scottish Government will consider, with advice from the Implementation Steering Group how oversight of implementation beyond this period will be undertaken.

Remit:

- Strategic oversight of the national implementation programme, working in partnership to identify and address challenges and opportunities in relation to implementation.
- Providing strategic leadership nationally on the key priorities for implementation:-
 - supporting and advising on policy development
 - supporting effective communication across sectors to effect change
 - debating strategic issues in relation to the issues arising from statutory guidance and regulations which accompany the Act and other key work streams focussed on creating the conditions for successful implementation of the Act
 - strategic risk identification, management and mitigation

Chair:

The Implementation Steering group will be chaired by Scottish Government, who will also provide the secretariat function.

Membership:

Membership is by invitation and agreement. Although there are standing members, there will be flexibility to include other interested stakeholders as agenda items determine. Similarly there will be flexibility to admit observers, by agreement.

Frequency:

The group is expected to meet no less than quarterly, although it is envisaged that meetings will be scheduled to coincide with key decision points for the implementation programme.

Ways of Working:

The group will work positively and constructively together, even where agreement may not be reached. SG will publish the agreed minutes of the meeting on the SG website.