

Carers Representation

Summary and Recommendations

Members will be aware COSLA were approached to consider inviting a Carers Representative to join the Health and Social Care Board. This has now been progressed and a representative has volunteered to join the Board. Members are asked to formally agree for the Carers Representative to join the Board and provide a view on the role description that has been developed in partnership.

This paper invites Members to:

- i. Note the presentation from the prospective Carers Representative;
- ii. Discuss and agree the role description set out in Annex A; and
- iii. Agree for the prospective representative to join the Health and Social Care Board with immediate effect.

References

Previous reports on:

- [Equal, Expert and Valued, Three years on](#) Coalition of Carers

Clare Thomas
Policy Manager
Health and Social Care
clare@cosla.gov.uk
0131 4749306

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Carers Representation

Purpose

1. To update members on the progress to appoint a Carers Representative to the Health and Social Care Board and to seek endorsement for the prospective member to join the Board in the capacity of a Professional Advisor with immediate effect. Members are also asked to discuss a role description that has been developed in partnership with the prospective representative.

Current COSLA Position

2. Members will be aware that COSLA were approached through the Coalition of Carers (COCIS) to consider appointing a Carers Representative to their Health and Social Care Board. The Board previously had representation from a Carers Representative however this ended a number of years ago, there is currently no one in this role on the Board.
3. With the introduction of the Public Bodies (Joint Working) Scotland Act 2014, Integrated Joint Boards in Health and Social Care Partnerships are required to involve a person representative of carers.

What is changing?

4. Since the approach was made this has been progressed internally with Senior Management Team at COSLA. A representative who currently sits on the Angus Integrated Joint Board has volunteered to join the Board. Officers have worked in partnership with the prospective representative to develop a role description to provide clarity for members, carers representative and officers on the role (annex A).

Proposed COSLA Position

5. It is proposed that members endorse the Carers Representative position on the Board and discuss the Carers Role description (Annex A) that has been developed in partnership.

Next Steps

6. If members agree the prospective Carers Representative will formally join the Board in the capacity of a professional advisor and attend future meetings with immediate effect, this will ensure that carers' views are embedded into developing COSLA positions.

Role description for COSLA Health and Social Care Board - Carers Representative

Introduction

1. A Carers Representative is joining the COSLA Health and Social Care Board as a professional advisor from September 2019 to ensure that Carers views are integral in developing and shaping policy and legislation.
2. To ensure a mutual understanding of the role and responsibilities of the Carers Representative on the Board a role description has been developed in partnership with the current carers representative.
3. The COSLA Health and Social Care Board provide oversight and accountability to the work of the Health and Social Care team with financial decisions and some strategic decisions being made by COSLA Leaders. COSLA Leaders Health and Social Care priority is;

“Supporting Local Government and Integrated Joint Boards to address demographic and financial challenges, enabling communities to live healthy, independent lives, and promoting an outcomes and prevention culture.”

4. The role of the Carers Representative will be to;
 - Join the Board as a professional advisor to contribute to discussion and provide views and advice from a carer's perspective.
 - Ensure carers views are integral to COSLA's position across the team's policy areas.
 - Be prepared to raise points and provide challenge during meetings and prior to ensure COSLA's positions are inclusive of carers views.
 - Ensure views provided to the Board are representative of as wide range of carers views across the country as possible by engaging through carers networks.
 - Remain politically independent.
 - Develop good working relationships with the Health and Social Care Team and the Health and Social Care Board.
 - Share information with Carers networks without breaching confidentiality of papers.
5. The Health and Social Care Team will;
 - Provide an induction and point of contact within the team for support.
 - Ensure papers and any supplementary information relating to the papers are emailed to the Carers Representative one week before formal meetings.
 - Ensure that contact details are provided if the representative has any questions ahead of the formal meeting.
 - Show awareness, acknowledgement and respect for the views shared.
 - Ensure that points raised by the representative are recorded in the formal minute of each meeting in the same format as members of the Board.
 - Offer support where the Carers Representative has a dual role within an IJB.
 - Ensure that the Carers Representative has the appropriate technology to perform their role appropriately.
6. The Carers Representative will be invited to attend all formal Board meetings including private sessions and any development sessions. Travel expenses will be paid to the Carers Representative in line with the organisations policy.

7. It is not anticipated that there will be a necessity for the Carers Representative to attend other meetings on behalf of COSLA. Where an occasion does arise, this will be discussed with the representative on a case by case basis.
8. The term for the Carers Representative will be in line with Boards administration period (current term 2017-21). The nominating body (Coalition of Carers) can review this arrangement within the term by request. At the end of the term the position will be reviewed, and discussion will take place with the Carers Representative and nominating body to discuss continuation of the term or succession planning.

September 2019