

Strategic Carers Group

Minutes of the Meeting

Monday 29th September 2008 10am - 11.30am
The Link Centre, Oldham

Present: Tom Wolstencroft Community and Well-being, Service Director
Brian Lord Councillor Social Care and Well-being
Mark Noble Head of Social Care, Inclusion, ASW Lead
Shirley Adams Chief Executive, The Gaddum Centre
Julie Sweeting CYPF Supporting and Extended Learning
Joanne Brockway Strategic Support
Michelle Ashton Community Well-being
Tara Caira Carers Centre
David Richardson Carer Rep
Jean McGealy Carer Rep
Patricia Ackrill Carer Rep

Minute taker: Debs Rowarth

Apologies: Anita Roughly

Item No	Item Under Discussion	Action	Deadline
1.	Welcome		
	TW. Welcomed all in attendance. Agreed the title of the group to be changed to "Oldham Carers Strategy Group".	MA	
2	Introductions		
	TW. Introduced members of the group and members gave brief details of their role.		
3.	Constitution and Terms of Reference		
	MA went thru the Constitution and Terms of Reference for the Group.		
3.1	Purpose of the OSCG		

	MA discussed the purpose and scope of the group. There were no amendments to this.		
3.2	Membership, Protocols and Decision Making		
	<p>MA. Went thru the membership, protocols and decision making arrangements from the Constitution and Terms of Reference.</p> <p>There was a debate about who should chair the group. Agreed that “a carer <u>may</u> take over that role”, would remain in the terms of reference.</p> <p>TW. To review this issue in three months time.</p> <p>Tom would still be a champion for the group. The concept of champions needs to be defined.</p> <p>Joanne and Michelle are the main drivers behind the strategic carers work.</p> <p>MA. Discussed the sub-groups, these will be set up following the development of the new strategy and membership will be determined at that point.</p> <p>MA. Addressed the issue of decision-making. There must be 50% present in agreement in order to vote on a decision. There was some discussion about attendance, continuity and authority to make decisions.</p> <p>Agreed to have a named deputy to fulfil this role. This would also apply to carers reps. MA to request named reps.</p> <p>TW. If carers are out voted it can be referred to the Health and Well-being board, there are more professionals than carers. The health and Well-being Board is made up of the Council, LAA, PCT and Councillor Lord.</p> <p>Agreed to change 50% of members must be “present” to make a decision quorate, rather than “attend”. Also, that no decisions would be made unless there was a consensus of opinion.</p> <p>Agreed also that a flow chart would be done to show how each group feeds into the other right to the top.</p>	<p>MA</p> <p>TW</p> <p>MA</p> <p>MA</p> <p>MA</p>	Dec/Jan

	<p>DR raised the question of funds. TW explained area based grant has been looked at and the funds are with the LAA. A significant amount of the funding has already been allocated. Next year funds will have to be looked at again. We can put in bids to the LAA but it is clear that money has to be spent on the Carers service. No decisions can go through if carers object.</p> <p>DR would like to attend the discussion on finances.</p>	<p>DR/T W</p>	
3.3	Administration		
	<p>There was a discussion on the minutes of meetings. It was suggested to circulate the minutes after they have been agreed at the next meeting. The group preferred action points to be circulated after the meeting. It was noted not to make the minutes verbatim of the meeting.</p> <p>Agreed Action points to be circulated 10 days after the meeting. Minutes to be agreed at the next meeting and circulated 10 days after.</p> <p>As regards expenses. Any cost incurred by attending the meeting can be reimbursed. JB. To take care of this arrangement.</p>	<p>MA</p> <p>MA</p> <p>JB</p>	
4.	Consultation Events and Development of Strategy		
	<p>JB. Consultation events. There will be a Professionals Consultation Event on the 17/10/08 following which a local strategy will be developed. Key professionals will be involved from Health, Social Care and the Third Sector. A brief paper to go out, after that a summary for the relevant people involved.</p> <p>Following that event an editorial group will be set up to develop a strategy which will be signed off by various stakeholders. To be launched in February.</p>		
5.	Any other Business		
	<p>After the last Federation meeting and falling attendance, JB rang carers to find out why they were not attending. The response was varied. JB sent out a questionnaire to assess the needs of carers. Two options were given for a new way forward: formal or informal meetings. The response was</p>		

	<p>overwhelming for the informal approach.</p> <p>JB. The agenda for tomorrow will be formal. Information has been given to BL for tomorrow.</p> <p>TW. A new post is to be created for carers support. It is currently on hold. The incoming CEO has put a temp hold on restructures because of the current redundancy situation. This is being pursued by Veronica Jackson.</p> <p>TW. Topics on the agenda for the next meeting are as follows:</p> <ul style="list-style-type: none"> • Strategy Development - practicalities • Finance as a standard item. • How can GP's and the Carers Centre work together? • MA to provide an update from the regional meetings. • SA relationship to Link and the themed task group. 		
6.	Dates for Future Meetings		
	<p>Dates for future meetings were discussed, not Monday or Friday pm. Preferred times alternate Thursday am and pm to accommodate the school timetable. MA to discuss with LT.</p> <p>The next meeting is to be held on Thursday 6th November at 10.00am - 12.00am. Thereafter it will be scheduled for an afternoon.</p>	<p>MA</p> <p>MA</p>	