



**REPORT TO:** East Lothian Integration Joint Board

**MEETING DATE:** 18<sup>th</sup> February 2019

**BY:** Trish Leddy; Group Service Manager, Rehabilitation and Access

**SUBJECT:** Update on progress to date on the implementation of the East Lothian Carers Strategy and the Carers (Scotland) Act 2016.

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## 1 PURPOSE

- 1.1 This report outlines the progress made to date on the requirements of the Carers (Scotland) 2016 Act.

## 2 RECOMMENDATIONS

- 2.1 The IJB is asked to:
- Note the content of this report with regards to the context and background to the Carers (Scotland) Act 2016 and the requirements of the Act
  - Note the outputs of the Carers Strategic Group in relation to fulfilling the requirements of the Act including the development of the Carers Eligibility Criteria, the Draft Carers Strategy, Adult Carer Support Plans and Young Carer Statements, and ongoing work in relation to the development of a Short Breaks Statement.

## 3 BACKGROUND

- 3.1 The Carers (Scotland) Act was passed by the Scottish Parliament in February 2016. The Act commenced on 1st April 2018 and has implications for both Adult Services and Children's Services. The legislation set out the following requirements:
- Develop Adult Carer Support Plans and Young Carer Statements
  - Develop and publicise local Eligibility Criteria by 30<sup>th</sup> Sep 2017 and finalise and publish this by 1<sup>st</sup> April 2018
  - Involve carers, carer bodies and relevant representatives in the development of the local Eligibility Criteria.
  - Prepare a local carers strategy by 1<sup>st</sup> April 2018
  - Establish and maintain an information and advice service for carers

- Prepare and publish a short breaks statement by 31<sup>st</sup> Dec 2018
- 3.2 Work behind fulfilling the requirements of the Act has been led by the Carers' Strategic Group involving senior officers from ELHSCP and East Lothian Council and acts as the project team with an overview of the progress towards the delivery of the requirements.
  - 3.3 The Carers' Strategic Group has also received support from third sector organisations such as Carers of East Lothian, East Lothian Young Carers, The Bridges Project as well as carer representatives and other relevant organisations such as the DWP, Dementia Friendly East Lothian, CAB and PASDA in providing support in gathering information and in the direction of the strategy.
  - 3.4 This report summarises the work undertaken to meet the requirements of the Act by the groups named above in anticipation of the transfer of work to the Carers Change Board and Carers Reference Group.

#### **4 DEVELOPMENT OF THE CARERS ELIGIBILITY CRITERIA**

- 4.1 Initial work was done to ascertain the number of carers across East Lothian using estimates from the Scottish Government (17% of those aged 16+ and 4% of the population under the age of 16, although the figure for young carers conflicted with the SEE survey of 2016/17 which estimated young carers to be at 30%).
- 4.2 The Scottish Government, COSLA and Social Work Scotland agreed that the National Carer Organisations framework was the favoured criteria. A workshop took place through the Carers Working Group to review the existing eligibility criteria currently being used for carers, covering both adult and young carers, the one developed by the NCO and other models of eligibility criteria. The NCO criteria proved to be the most popular with regards to meeting the needs of carers, mainly:
  - That it was straightforward and easy to read
  - That it was broken down into easy to follow steps
  - That it sits comfortably with other strategic planning requirements
  - That the framework makes clear the preventative and universal offer whilst managing expectations, including that around Self Directed Support.
  - The criteria also had good visual aids (pyramid and table of indicators)
  - Aimed to ensure that preventative support was embraced
- 4.3 The criteria also would allow Adult Carer Support plans and young Carer Statements to consider support needs at each level, including lower levels which would be most beneficial in ensuring carers would be able to access preventative support and universal services.

- 4.4 All of the indicators used in the table of indicators were able to be applied to young carers and could be linked to the SHANNARI indicators used in the *Getting it Right for Every Child* framework.
- 4.5 The threshold for receiving support in the form of a funded personal budget was proposed to be set at Substantial and Critical, the levels where the local authority had a duty to provide support. Carers would also be able to access support at lower levels from universal services, or if required, from a small funded budget on a case by case basis.
- 4.6 A '*Big Breakfast*' consultation event was held in June 2017 to introduce the proposed eligibility criteria and to consult on the content of the draft carers strategy. The event was co-produced with carers, carer organisations and other relevant bodies and was attended by over 80 people.
- 4.7 The event included a presentation by the Scottish Government on the current national situation and background to the Carers Act as well as a presentation from HSCP staff on current activity being undertaken. Workshops were then held on the proposed eligibility criteria and feedback sought on what should be included in the draft carers strategy.
- 4.8 Feedback from the event was that the NCO framework was:
- Transparent, Flexible and Accessible
  - Allowed for conversation and joint working
  - Made use of existing resources
  - Was broad and able to cover the different types of carer situations
- 4.9 It was noted that further work could be done to emphasis the preventative nature of the framework and it was suggested that the Eligibility Triangle be inverted to do this.
- 4.10 A report was issued to the IJB in August 2017 summarising the work completed and recommending we adopt the NCO framework. This was agreed and the East Lothian Carers Eligibility Criteria, using the NCO framework, was then published on the Consultation Hub from 30<sup>th</sup> September 2017 – 31<sup>st</sup> Dec 2017 in line with the requirements of the Act. An advert was also published in the Courier advertising the consultation as well as information published on social media.
- 4.11 Responses to the online consultation highlighted again that people did not feel that sufficient weight had been given to preventative levels of support, the importance of support being provided at an earlier stage in order to prevent breakdown of relationships and there was doubt that carers would be offered support at lower levels due to restrictions on services.
- 4.12 A report was again issued to the IJB in March 2018 taking account of the feedback and the Eligibility Triangle was inverted as suggested.

Amendments the East Lothian Carers Eligibility Criteria were approved and this was published online in time for the 1<sup>st</sup> April 2018 deadline.

## **5 ADULT CARER SUPPORT PLANS & YOUNG CARER STATEMENTS**

### ***Development of the forms***

- 5.1 Adult Carer Support Plans (ACSP) and Young Carer Statements (YCS) were developed by two separate subgroups after initial discussions recognised that the two statements would need different formats to suit the intended age groups. Requirements for the ACSP were taken forward by a group involving Adult Wellbeing staff, Carers of East Lothian and support from the Mosaic team. The second group taking forward the YCS included staff from Children's wellbeing, the Children's Disability Team, East Lothian Young Carers, Bridges Project, Education, MELDAP, Get Connected and a staff member from Adult Wellbeing recognising that young carers could be caring for an adult and may transition to adult services.
- 5.2 Research was undertaken by both groups on the approaches being taken by other Local Authorities. During development of the forms, the groups were also mindful of the information requirements outlined by the Scottish Government for the Carers Census.
- 5.3 Final versions of both the ACSP and YCS aimed to gather the following information:
  - Information about the carer and the person they care for
  - Information about the condition(s) the cared for person has
  - Information about care required and length of time it takes
  - Other support in place for the cared-for person
  - Support required by the carer
  - The concerns of the carer
  - The impact of caring on the carer
  - Activities enjoyed by the young carer (in the case of YCS)
  - Outcomes the carer would like to achieve (for ACSP)
  - Information about school (in the case of YCS)
  - Whether the carer would like to complete an emergency plan
- 5.4 Particular efforts were made to make the Young Carers Statement accessible to young carers by making the form simple and easy to read and also incorporating pictures.
- 5.5 It is intended that both forms are used a tool to support workers to have good conversations with the carer. In developing the forms, the groups took account of feedback from the *Big Breakfast* event, aiming to build on what carers can do as well as supporting them to put in place emergency plans if required.

### ***Piloting and Engagement***

- 5.6 Drafts of the ACSP were then piloted by COEL staff on 10 carers and with other carers via Adult Wellbeing staff. Feedback was also sought from a wide range of carers via PADSA, COEL support groups, as well as with group of carers within the COEL AGM setting.
- 5.7 The YCS was piloted by ELYC with groups of young carers through the young carers clubs and feedback from parents of young carers was also sought. Engagement sessions were set up for young adult carers through the Bridges Project. Children's Wellbeing also piloted the form with 2 young carers. Feedback from all groups involved were provided to the subgroup and the form was subsequently amended.

### ***Rollout and Briefings to Staff***

- 5.8 Adult Wellbeing staff received briefings on the new forms in April 2018 and although these were not incorporated into the Mosaic (IT) workflow process until June 2018, paper copies were available for use with adult carers by the April 2018 deadline.
- 5.9 The Children's Wellbeing Workforce Development Officer attended team meetings to highlight the YCS and provided information around the Carers Act requirements. Service briefings also took place within Children's Wellbeing. A Carer Awareness day was held in January 2018 where the new assessment tool was discussed. A further "*Making the hidden visible*" event was also held on 15<sup>th</sup> March 2018 which included representatives from Education, Sport and Leisure, housing, adult services, health and the third sector to ask departments attending to consider what they could do to support young carers. The event included an overview of the national picture, the legislation and what has been put in place locally. A further *Young Carers Festival* was held in June 2018 to raise awareness of caring amongst young carers and again to highlight what support could be put in place.

### ***Review***

- 5.10 Carers of East Lothian has provided feedback on the use of the ACSP following the first 6 months of use. Carers have reported that the form, which incorporates questions from the carers eligibility criteria, is too long, repetitive and not accessible for carers. As a result a review of the form is taking place with a view to editing it down. The Mosaic team is working with COEL to produce a revised draft.
- 5.11 The YCS has been used with young carer in place of the usual assessment since the April 2018 deadline and the form has been amended over the subsequent months. Feedback from staff using it is positive and there is the feeling that the form now has the right balance between being able to gather the information required but also still remaining accessible to young carers. The group acknowledge that not all elements of the form will be relevant to all carers depending on their age but that sections can be omitted during the worker's conversation with the carer.

## 6 THE DRAFT EAST LoTHIAN CARERS STRATEGY

- 6.1 Inputs to the Draft East Lothian Carers Strategy included the feedback from the consultation event (*Big Breakfast event*) held in June 2017, research on other local authority carer strategies in place and feedback from the Strategic Group members as the strategy progressed.
- 6.2 The strategy identifies 8 outcomes with key actions under each one that aim to address the feedback from carers during the *Big Breakfast Event*. The outcomes are as follows:
- Adult, Young Adult and Young Carers are identified and can access support
  - Carers are well informed and have access to tailored and age appropriate information and advice throughout their caring journey.
  - Carers are supported to maintain their own physical, emotional and mental wellbeing
  - Breaks from caring are timely and regularly available
  - Carers can achieve a balance between caring and other aspects of their lives
  - Young carers are supported to have a life outside their caring role
  - Carers and young carers are respected by professionals as partners in care and are appropriately included in the planning and delivery of both the care and support for the people they care for and services locally.
  - Local communities are supported to be carer friendly
- 6.3 The Draft Strategy was completed in time for the 1<sup>st</sup> April 2018 deadline and was subsequently published and put out for consultation through the Consultation Hub until the 30<sup>th</sup> June 2018.
- 6.4 The draft strategy was publicised through the media including an article in the Courier, radio interviews, posters, social media, articles in partner agencies publications (COEL, STRIVE, ELTRP and school newsletters), and briefings to ELHSCP staff were held to raise awareness of the strategy.
- 6.5 A significant amount of publicity was also put in place to highlight Carers Week which took place in June 2018 and publicity for the week also highlighted the draft strategy as consultation was still open at that time. Employers were contacted and signed up to providing offers and discounts to carers. Events were also organised by ELHSCP that included a Young Carers Festival, a Partners in Policy Making Event, Radio adverts as well as events organised by partner agencies including Carers of East Lothian and Dementia Friendly East Lothian. Members of the project team also attended the Life Changes Trust: East Lothian Carers event in May 2018 to publicise the strategy and collect further feedback.

- 6.6 Despite the publicity, there was no public response to the consultation other than comments that were gathered from the Life Changes Trust event. This may have been due to the fact that a number of other consultations were out for comment at the same time. Feedback on the strategy was received from members of the strategic group and this has been incorporated into the final version.
- 6.7 In order to ensure that the public are, again, given the chance to comment, the final strategy has been placed on the consultation hub for a further 4 weeks once the final changes have been made. Consultation will end on 7<sup>th</sup> Jan 2019. Key action points from the strategy have been sent to be incorporated into the review of the Strategic Plan due for publication in March 2019.

## **7 DEVELOPMENT OF THE SHORT BREAKS STATEMENT**

- 7.1 The final requirement of the act is to develop a Short Breaks Statement outlining the breaks available to carers. Guidance on the content of the statement within the Act itself is limited. The statement must be published by 31<sup>st</sup> Dec 2018.
- 7.2 In response to the guidance, Shared Care Scotland commented on the lack of detail required by the Scottish Government and believed that the regulations did not provide comprehensive minimum information requirements. Subsequently Shared Care Scotland developed a guide on information they felt should be included to ensure that statements were of practical use to carers within the local authority area.
- 7.3 A short life working group was formed to inform ELHSCP's approach to the statement. The group included local carers organisations, service managers and senior practitioners from ELHSCP from both Adult and Children's services.
- 7.4 The group chose to use Shared Care Scotland's recommendations as a basis for the information included within our Short Break Statements as this both incorporated and expanded on the requirements within the Act. For further information on their recommendations on content see Appendix 1
- 7.5 The intention of the group was to provide a document that would:
- Prompt carers to think about why breaks are important and how they can make a difference to carers
  - Encourage carers to think more broadly in terms of how breaks can be taken
  - Explain to carers how to access further information
  - Provide general information on charging (eg for Self Funders, for Local Authority funded, how to access short breaks grants)

- Provide a working directory of services within East Lothian that can be accessed either directly or through social work depending on their funding status.

7.6 A draft of the statement was taken to the Strategic Group who determined that a separate statement for young carers should be produced for the following reasons:

- The types of breaks that young carers take are very different from those taken by adults would take
- Young carers would have to read through the information on adult breaks which they may find confusing
- A shorter, condensed version for young carers would be more accessible, and language used should be easier to read
- Graphics could be used to make it more child friendly
- Services for children are not subject to charging and young carers may be put off by the charging information in the adult statement and discourage them from accessing breaks
- Case studies could be made more child-friendly.

7.7 A working draft of the young carers Short Breaks Statement has been produced although needs further development. Consultation on both drafts will take place through carer events rather than through the consultation hub given the lack of response to the draft strategy. For young carers, consultation will be sought through FLIP and through East Lothian Young Carers directly with carers and through their parent carers groups. Adult carers have been consulted through the COEL AGM and will continue through their support groups. Feedback is already being incorporated into the final version of the adult statement and has included requests to simplify the wording and to include clearer information on which services relate to different age groups. The statements will be published in time for the 31<sup>st</sup> Dec 2018 deadline.

## **8 IMPLEMENTATION WORK**

Other key areas of work are highlighted below, although a chronology of actions taken throughout the project is available in Appendix 2

### ***Engagement and communication***

8.1 Engagement and communication has been undertaken at each stage of the project and has been outlined above. Awareness raising of the carers agenda is continuing and will remain a focus of the Action Plan supporting the strategy.

### ***Learning & Development***

8.2 Work has been undertaken to support ELHSCP staff initially to publicise the requirements of the Act and the supports that have been put in place locally. Mandatory training has been provided through Learnpro using the Equal Partners in Care framework. Currently 90% of all staff within



Adult Wellbeing have completed the EPIC 1 module. EPIC 2, for those providing direct support to carers has been made mandatory and is due to be completed by the end of 2018.

- 8.3 The EPIC modules are also available to the wider third and independent sector and publicity around agencies have been encouraged to make use of this resource.
- 8.4 Guidance and leaflets were prepared for NHS staff and the Thinkcarer training module has been made available on the NHS Learnpro site. An audit on the Thinkcarer training was completed by members of the project team and feedback provided as the training was thought to be too Edinburgh centric.

### ***Census***

- 8.5 Members of the ELHSCP and Mosaic IT team met with the Scottish Government and local carers organisations to ensure that preparations were in place to enable us to capture all the data required for Census submission. Baseline data was submitted by 31<sup>st</sup> Aug. The first 6 months of data from April 2018 is due to be submitted by 31<sup>st</sup> Dec 2018.

### ***Funding***

- 8.6 Carers organisations were initially funded to provide support on the requirements of the strategy through the Carers Information Strategy (CIS) funding. CIS funding ceased on 31<sup>st</sup> March 2018. Organisations were invited to bid for grant funding and to demonstrate how the funds would be put to use.
- 8.7 Funding has been provided for 2018 and the majority of this has been used to support recruitment of additional staff within carers organisations to allow staff to complete ACSP's and YCS with carers, and anticipating the increase in demand for these as further awareness raising takes place. Funding has also been used to second a worker from Carers of East Lothian to the ELHSCP to provide support with development of the Short Breaks Statement and also to continue to raise awareness through events and engagement.

## **9 PRIORITIES FOR 2018/19**

- 9.1 Work is taking place to develop an action plan to implement the actions outlined in the strategy. The following priorities have been identified for completion in 2018/19. However, work on some actions will continue over multiple years.
  - 9.1.1 Continue to raise awareness of carers and carer issues within the HSCP, wider partner agencies, education and communities to improve identification of carers, including ensuring HSCP staff complete EPIC 1 & 2 training and through maximising the use of social media/websites/HILDA and developing material, events,

and information to support a wider understanding of carers. (Yr 1-3)

- 9.1.2 Develop clear referral pathways to key carer support agencies to enable carers to access support and enable them to develop and Adult Carer Support Plans or Young Carer Statements (Yr1)
- 9.1.3 Commission services to enable all carers in East Lothian to have access to advice and support throughout their carer journey on a range of issues including benefits, health information, information on HSCP services, employment, education and emergency planning. Ensure that the information is available through a variety of means including direct information, carer information packs, training and workshops, online and via local communities. (Yr 1)
- 9.1.4 Support carers to promote their own health and maintain social relationships through the use of Adult Carer Support Plans and Young Carer Statements and ensure that the level and nature of care remains appropriate for young carers. (Yr 1)
- 9.1.5 Ensure that regular planned breaks from caring form part of the support plans for both the cared for person and the carer and encourage involvement across families/informal support to enable carers to have a break (Yr 1)
- 9.1.6 Commission services to allow young carers to be supported to be children and to have a life outside of the caring role, as well as services for young adult carers to support them to achieve positive destinations. (Yr 1-3)
- 9.1.7 Support carers to have a say in the development and delivery of services in East Lothian by ensuring carers are represented on/involved in the HSCP strategic groups and through the development of a “Carers Voice” group. Support avenues for feedback from young carers including through groups and forums. (Yr 1)
- 9.1.8 Develop and distribute information for carers in their local communities, work with community organisations to share information including providing a “what’s on” social media platform, and support community organisations to “join the dots” between their services to make accessing support easier and more streamlined. (Yr 1-3)

## **10 POLICY IMPLICATIONS**

- 10.1 Policies currently in use by the East Lothian Health and Social Care Partnership will be required to be reviewed in order to ensure that these meet the desired outcomes outlined in the final East Lothian Carers Strategy and also in relation to charging.

## 11 INTEGRATED IMPACT ASSESSMENT

11.1 The subject of this report has been through the Integrated Impact Assessment process and no negative impacts have been identified. [https://www.eastlothian.gov.uk/downloads/file/27283/carers\\_strategy\\_eligibility\\_criteria](https://www.eastlothian.gov.uk/downloads/file/27283/carers_strategy_eligibility_criteria)

## 12 RESOURCE IMPLICATIONS

12.1 Financial – Future financial implications are anticipated with regard to the impact of identifying and providing support to carers within East Lothian and as the Carers Strategy is implemented. Work is ongoing to scope and model the financial plans for implementation.

12.2 Personnel – There will be a need to provide training for staff across all relevant partners, including carers themselves and to raise awareness of the Carers Strategy and its implications within East Lothian.

12.3 Other -

## 13 BACKGROUND PAPERS

13.1 None

## 14 APPENDICES

Appendix 1: Shared Care Scotland’s guidance on content for the Short Breaks Statement

Appendix 2: Chronology of key events throughout the Carers Project

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**Appendix 1: Shared Care Scotland’s guidance on content for the Short Breaks Statement**

*Short Break Services Statement: Minimum Information Specification*

As a minimum, Shared Care Scotland believes the regulations should require local authorities to include the following information in their Short Break Services Statement:

- An introductory statement, setting out the local authority’s purpose and vision for short breaks
- Information on the range of local short break services available, including:
  - information on mainstream short break provision that is accessible to people with additional support needs without recourse to a formal assessment, including accessible holiday activities for disabled children and young people
  - information on more specialist providers that can provide breaks to people with more complex support needs (where mainstream services may not be suitable), including day and overnight provision, befriending type services and provision over the holiday period
  - details of local programmes that provide breaks directly to carers
- Any criteria against which access to these services will be assessed
- Any charging policies that apply – and the circumstances when charges will be waived
- Information on self-directed support and how this applies to short breaks
- Information on alternative sources of funding support
- The process used to ensure carers have access to a range of options to meet different needs, preferences and circumstances
- Details on how the statements will be published, reviewed and kept updated
- The department or organisation responsible for the statement, with contact details for further information
- Information on how carers will be involved in the review and on-going development of statements
- A list of local services that can provide advice, support or advocacy for carers in each area to help them source and arrange a break
- A list of any other relevant sources of information on short breaks

## **Appendix 2: Chronology of key events throughout the Carers Project**

<b>Date</b>	<b>Activity</b>
June 2016	CIS monies allocated to carer organisations

Nov 2016	Subgroup formed to develop Adult Carer Support Plans/Young Carer Statements
Jan 2016	Carer Identification Event (Brunton Hall) to stimulate interest with agencies around identifying carers and how best to do this.
May 2017	Established Carers Working Groups and Strategic Groups
June 2017	HSCP workshop on developing Eligibility Criteria held to chart and draft proposals on way forward
June 2017	Briefing and overview on the Carers Act developed for Management Team (26 <sup>th</sup> July) and also for the Carers Event planned for 26 <sup>th</sup> June
June 2017	Carers Big Breakfast Event held seeking feedback on National Carers Organisations Eligibility Criteria and areas the Draft Strategy should cover.
June 2017	Proposed Eligibility Framework sent to CMT who agreed with the format
June 2017	ACSP and YCS to be developed in conjunction with Carers Organisations. Engagement sessions set up for young carers through Bridges project. ACSP/YCS to be trialled with carers through the carers organisations
Aug 2017	Report to IJB on development of Eligibility Criteria and recommendation for adopting NCO version
Sep 2017	Presentation to IJB and CMT on Carers Act, Contribution of Carers, Presentation from Carers organisations on key priorities raised by carers (Margaret Mackay, COEL, ELYC)
Sep 2017	Consultation on Eligibility Criteria put on Consultation Hub from 30 <sup>th</sup> Sep 2017 and advert published in Courier. To remain on the hub until 31 <sup>st</sup> Dec 2018.
Sep 2017	First multi-disciplinary meeting to discuss Young Carers (Education / Adult Services / Children's Services / Community Learning & Development (Youth) / Communications Dep / EL Young Carers / Bridges Project / Health and MELDAP. Meetings to take place every 4-6 weeks on an ongoing basis.
Oct 2017	Members of Strategic Group Attended COEL AGM presenting information on the Eligibility Criteria and to get feedback on caring role and what carers would like to change in the future.
Oct 2017	Carers Census Working Group set up to inform data requirements for submission to Scottish Government
Jan 2018	Children's Services Briefing on Young Carers for National Young Carers Awareness day
Feb 2018	Report on Eligibility Criteria to Council Management Team
Mar 2018	Report to IJB on final Eligibility Criteria
Mar 2018	Final version of ACSP developed, Road tested with carers. YCS also developed but will continue to be trialled with carers and amended

Mar 2018	<i>"Making the hidden visible"</i> event including representatives from Education, Sport and Leisure, housing, adult services, health and the third sector to ask departments attending to consider what they could do to support young carers
Mar 2018	Young Carers Briefing with Duty and Assessment hub
Mar 2018	Testing out Young Carer draft statement & Viewpoint with 2 young carers. Continues until June
April 2018	Draft Strategy, Easy Read version of strategy finalised. Eligibility criteria and strategy published on Consultation Hub for 1 <sup>st</sup> April 2018. Strategy remains on the hub until 30 <sup>th</sup> June 2018.
April 2018	Briefings held for HSCP staff on Carers Act and new ACSP/YCS, draft strategy and guidance developed for staff. Guidance and information on Section 28 requirements developed for NHS staff
April 2018	NCO carers leaflets adapted for HSCP use and carers organisations details included.
April 2018	EPIC 1 & 2 put on Learnpro. HSCP staff to complete EPIC 1 by end May. Thinkcarer training available on NHS Learnpro site for NHS staff
April 2018	Publicity around the draft strategy: Pop up events organised to publicise strategy and carers week in June, articles on social media highlighting carer stories, articles on Inform, eUpdate. Posters developed (Thinkcarer)
April 2018	Funding bids for grants to carers organisations and report sent to Procurement Board for approval
May 2018	Integrated Impact Assessment on Eligibility Criteria signed off and published
May 2018	Engagement on draft strategy at The Life Changes Trust: Dementia event
June 2018	Carers Week – activities organised to publicise events being held during carers week and to raise awareness around the draft strategy: Young Carers Festival, Carers Card offering discounts and offers from local businesses, Radio Interviews, Events by COEL, DFEL. Feature in Courier
June 2018	Short Breaks Working Group set up to inform the Short Breaks Statement
June 2018	Briefing paper provided to local councillors to provide summary information on strategy
June 2018	L & D subgroup set up to consider training requirements for staff and carers
Jul 2018	YC Briefing with Paddington Supervisory staff Group
Jul 2018	COEL worker seconded to HSCP to work on Short Breaks Statement and awareness raising/events

Aug 2018	Baseline data for the Carers Census submitted to Scottish Govt by all agencies
Oct 2018	Leaflet developed highlighting free EPIC 1 & 2 training for wider third sector and providers on Knowledge Scotland site
Oct 2018	Review of Adult Carer Support plan started
Oct 2018	Summary of feedback from Draft Strategy collated and presented to Strategic Group.
Nov 2018	EPIC 2 made mandatory for all HSCP staff – required to complete by end Dec 2018
Nov 2018	Draft Short Breaks Statement presented to Strategic Group. Decision to write a separate Short Breaks Statement for young carers.
Nov 2018	Draft Short Breaks Statement consultation completed at COEL AGM and COEL support groups