

Proposal for the Carers Delivery Group Members

Undertaking a review of governance

Introduction

The Carers Delivery Group (CDG) members are requested to discuss and approve an approach to reviewing governance arrangements and relationship with relevant ICS governance structures and the statutory responsibilities of individual partner organisations.

The review, to be supported independently, is the **first phase** of a three-phase programme of work undertaken by all partners of the CDG. The three phases are:

1. Independent governance review.
2. Development of Carers Strategy to include public consultation.
3. Development of implementation plans to deliver the Carers Strategy.

Reason for the proposal to have an independent governance review

A number of drivers have emerged that have identified that it would be timely to review the governance arrangements in place for the unpaid carer agenda.

1. The drivers include:
 - Insights work through forums and across providers has shown some gaps in governance processes into and through the Integrated Care System and the Integrated Partnership Board.
 - The current CDG terms of reference were established in 2019. While there is key representation of the main partner organisations, it is timely to understand the vertical and horizontal governance arrangements of partners in regard to carers to ensure that it is supporting tackling the operational challenges and delivering on the objectives of the carers strategy.
 - Understand how the voice of the unpaid carer is heard and truly embedded into governance arrangement on an ongoing basis.
 - The current LLR Carer Strategy was published in late 2022 and runs until the end of 2025. The strategy and its resultant delivery plan(s) require a clear governance structure in order to have clear lines of accountability for its development and delivery.

The scope of the review

The aim of the governance review to is answer the fundamental question:

What needs to happen to ensure that we have a governance structure in place across the ICS which moves beyond individual organisations to systems working together with purpose and focus driven by the carer voice, to improve the lives of unpaid carers.

A governance structure should ensure that:

- the carer voice is heard.

- decision-making processes remain structured, transparent, and focused on the collective goal(s).
- promotes and maintains engagement internally.
- demonstrates legitimacy and credibility externally.
- partners understand their roles and responsibilities and do what they have agreed to do.
- it allows diversity, innovation and flexibility.
- the relationship between system, place and neighbourhood structures relevant to unpaid carer work is clear.

The review will be supported independently by a professional research organisation, who will support the development of the prompts to ascertain qualitative information.

The scope of the prompts will provide insights and understanding in regard to:

- What is working well.
- What can be improved.
- What the CDG aspires to.
- What the barriers are to reaching those aspirations.
- What the enablers are to reaching those aspirations.
- If the Terms of Reference are appropriate.
- How the CDG supported.
- Governance arrangements into the Integrated Care Board and Integrated Partnership Board and are they conducive to making a difference to carers.
- Vertical and horizontal governance arrangements of partner organisations and are they conducive to making a difference to carers.
- The mechanisms for hearing and acting on the voices of people and carers.
- The priorities of the CDG including development and delivery of the strategy
- Alignment to the priorities of individual partners.
- Connection between the CDG and key strategy partners and influencers.
- The CDG forward looking and innovative approaches.
- Effectiveness of the CDG in improving the lives of carers.

Who would be interviewed?

Interview would take place with:

- People and organisations (who are or represent carers and/r work with carers) including key voluntary and community organisations who support the delivery of services for carers.
- CDG members.

Those CDG members who represent local authorities may wish to nominate their elective member with a lead that encompasses carers to contribute to the research. NHS organisations may also wish their representative lay member to be interviewed.

It is recommended that a maximum of 30 participants would provide the necessary data to meet the overall aim of this qualitative review.

Timeline for the review

The outline timeline for the review is:

October 2024 - agreed overall approach for the review shared with all partner organisations for approval.

End of October/early November 2024 – CDG confirms all partners are in agreement of the review and have taken it through their individual organisation approval process and undertaken the necessary conversations.

Late November 2024 - develop full brief and appoint independent researcher.

December 2024 and January 2025 undertake research interview.

February 2025 - independent analysis and evaluation.

March 2025– delivery of independent Report of Findings.

Approach Collect and analyse the qualitative data

Conduct programme review and collect and analyse the data to inform the evaluation. Methods for collection are one-to-one interviews with CDG members, specific voluntary groups.

Report and communicate the findings

Produce report of findings and communicate the findings of the evaluation. The report would summarise the key findings and conclusions from the review, as well as the evidence and rationale that support them. It would also highlight the strengths, weaknesses, opportunities, and threats, as well as the best practices and lessons learned.

Develop, implement and monitor the recommendations

Utilise the report of findings to develop recommendations that should address the gaps, issues, and risks identified in the review, as well as the opportunities and improvements.

Recommendations

Carers Delivery Board Members are requested to discuss and approve the approach to undertaking a review of the current governance arrangements in place for the unpaid carer agenda.

Organisations take approval process through their own organisations.

Local authorities agree lay member and councillor leads participation.