

ISLINGTON CARERS FOCUS GROUP (ICFG)

Terms of Reference

Purpose of the Carers Focus Group

The ICFG is the principal consultative body to inform Islington Carers Hub (ICH) and service providers of the needs of unpaid Carers.

It facilitates communication between Carers, Islington Carers Hub and service providers used by unpaid Carers in the borough.

The ICFG works to:

- Provide feedback on services
- Offer constructive challenge to Islington Carers Hub and other stakeholders.
- To enable Carer involvement in performance management and evaluation of the services.
- Input into decision making and planning for future service provision.

The ICFG believes that by working co-operatively with Islington Carers Hub and local service providers, unpaid Carers can contribute to improvements in the services delivered for adult Carers in Islington.

- Through regular communication with Carers
- Ensuring a diverse forum membership and representation of diverse views from Carers from all backgrounds and sectors of the community.
- The group will aim to represent the Carers in Islington from a diverse range of backgrounds, ages and caring situation.

Membership:

- Open to all Carers over 18 years of age residing in Islington.
- Islington Carers Hub
- Ideally the members shall number no more than 15 and no less than 8.
- A member can resign from the ICFG steering group at any time, by putting this in writing to Islington Carers Hub.
- A member who has not attended three meetings consecutively without giving apologies may be asked to stand down.
- All members of the ICFG must agree to these Terms of Reference.

Meetings:

- At least 4 meetings will take place annually.
- To follow agreed ground rules adopted by the group.
- Dates and times of meetings will be set to the convenience of members and considering other Carers groups meeting days in advance.

- Agenda, minutes, and any papers of the meetings will be sent to members one week before the scheduled date of meeting.
- All agreed action points will be fed back to the group at the next meeting.
- The duration of the meetings will be two hours/two and a half hour.
- Carers will be updated and will be given feedback how their involvement, experiences and comments have informed and improved service delivery and design.

Meeting Times

TBC

Venue:

TBC