



Minute of Meeting Renfrewshire Area Support Team

Date	Time	Venue
Tuesday 7 May 2019	14:00	Corporate Meeting Room 3, Council Headquarters, Renfrewshire House, Cotton Street, Paisley PA1 1AN

Present

Derek Bramma; Craig Campbell; Edi Hanley; John Leckie; Jim Melrose; Marion Robinson and Alison Thompson.

Also Present

L King, Locality Reporter Manager; M McCargo, Social work Children's Services Manager and R Megginson, Children's Hearings Scotland.

Chair

D Bramma, Area Convener, presided.

In Attendance

P Shiach, Committee Services Officer (Finance & Resources).

Apologies

Councillor J Shaw, E Anderson, A Currie, E McNaught and A Stevenson.

Declarations of Interest

There were no declarations of interest intimated by members prior to the meeting.

Additional Items

The Area Convener indicated that there were three additional items which had not been included in the notice calling the meeting. The Area Convener, being of the opinion that the items which were dealt with at items 9 to 11 were competent and relevant, authorised their consideration.

1. Minute of Previous Meeting

There was submitted the Minute of the previous meeting of Renfrewshire Area Support Team (AST) held on 12 March 2019.

DECIDED: That the Minute be approved.

2. Matters Arising

It was noted that there were no matters arising from the previous Minute.

3. Hearings Management Sub-group

There was submitted the Minute of the meeting of the Hearings Management Sub-group held on 24 April 2019.

The Minute provided an update on Sub-group membership; resignations; hearing statistics; pastoral care; panel numbers; better hearings group; current rota production; recognition event; complaints against a Legal Representative; reappointments; panel member continuity; legal representatives and exclusions.

Full discussion followed on outstanding complaints against Legal Representatives, with the Area Convener indicating that a further complaint had been received. In addition, there was discussion on deferrals which had occurred as a result of the non-appearance of the Legal Representative.

E Hanley referred to the amount of time being wasted due to solicitors requesting a recess to discuss issues with their clients and suggested that a note should be included in the reasons for decisions in cases where this had occurred. It was agreed that adjournments be logged by Panel Members when they occur to provide evidence of the extent of this issue.

The Lead Panel Member Representative was then heard in answer to questions from members on various issues raised in the Minute.

DECIDED:

(a) That it be approved that instances where a Hearing is adjourned to allow a legal representative to consult with the client were logged in the reasons for the decision; and

(b) That the Minute be otherwise approved.

4. Learning and Development Sub-group

There was submitted the Minute of the meeting of the Learning and Development Sub-group held on 24 April 2019.

The Minute provided an update on Pre-Service update, In-Service update; Resource Group update; PanelPal training and the Learning Academy training prospectus.

DECIDED: That the minute be approved.

5. Practice and Recruitment Sub-group

There was submitted the Minute of the meeting of the Practice and Recruitment Sub-group held on 24 April 2019.

The Minute provided an update on activity in relation to Panel Member reappointment; PPA Forum outcomes; complaints and concerns; the PPA rota; the Learning Academy and an update on observation recording.

DECIDED: That the Minute be approved.

6. Locality Reporter Manager

The Locality Reporter Manager provided a verbal update in relation to staffing issues and hearing statistics.

The Locality Reporter Manager then provided information relating to the number of appeals in April 2019; the overall number of hearing sessions; the number of hearings sessions cancelled; and a breakdown of the reasons for cancellations.

The Locality Reporter Manager was then heard in response to questions raised in the report.

DECIDED: That the report be noted.

7. Re-appointment of AST Members

The Area Convener advised that M Ralston had not sought re-appointment to the Area Support Team, and that the posts of Lead Panel Representative and Rota Secretary would require to be advertised through the CHS website. The remaining AST members will undergo reappointment discussions, with dates being fixed over the coming weeks.

DECIDED: That the information be noted.

8. Area Support Team Plan

The Area Convener advised that the Area Support Team Plan required to be completed and submitted to CHS for approval.

He indicated that the introduction of the PanelPal rota was a priority and requested that any additional suggestions be submitted to him in early course.

DECIDED:

- (a) That it be noted that the introduction of a PanelPal rota was identified as one of the priorities of the Area Support Team Plan; and
- (b) That it be approved that any additional suggestions for inclusion in the Plan be submitted to the Area Convener.

9. Recognition Event

M McCargo advised that Steven Quinn had recently been appointed as the Director of Children's Services.

D Bamma proposed that Mr Quinn be invited to attend the Recognition event and address the Panel Members. This was agreed.

DECIDED: That it be approved that the new Director of Children's Services be invited to attend the Recognition event and address the Panel Members.

10. Recruitment Campaign

The Area Convener referred to the forthcoming Panel Member Recruitment drive and sought suggestions for recruitment targets.

M Robinson requested that the representations be made to CHS to allow the scoring matrix to be raised from four to five to more accurately reflect the performances of applicants during interviews.

C Campbell proposed that the issue be considered at the Practice & Recruitment Sub-group meeting on 5 June 2019. This was agreed.

DECIDED: That it be approved that the forthcoming Panel Member Recruitment Campaign be considered at the meeting of the Recruitment Sub-group to be held on 5 June 2019

11. Area Support and Improvement Partner Posts

The Area Convener referred to the recruitment of officers for the newly formed Area Support and Improvement Partnerships which was being undertaken by CHS and advised that he had applied for and been invited for interview for one of the positions.

DECIDED: That the information be noted.

12. Date of Next Meeting

Members noted that the next meeting of the Area Support Team would take place on Tuesday 18 June 2019 at 2.00 pm.