



Notice of Meeting and Agenda Renfrewshire Area Support Team

Date	Time	Venue
Tuesday, 15 September 2020	14:00	Teams Meeting,

KENNETH GRAHAM
Head of Corporate Governance

Membership

Eileen Anderson; Derek Brama; Craig Campbell; Annemarie Currie; Edi Hanley; Jennifer Hay; John Leckie; Alex MacDonald; Hannah McCulloch; Ewan McNaught; Jim Melrose; Amanda Morrison; Marion Robinson; Angela Stevenson; Alison Thompson; Allan Thompson.

Representing Renfrewshire Council: Councillor John Shaw.

Chair

D Brama, Area Convener

Items of business

Apologies

Apologies from members.

Declarations of Interest

Members are asked to declare an interest in any item(s) on the agenda and to provide a brief explanation of the nature of the interest.

1 Minute of Previous Meeting 1 - 6

Minute of previous meeting held on 18 August 2020.

2 Matters Arising

3 Locality Reporter Manager - Update

Verbal update by the Locality Reporter Manager.

4 Learning and Development Sub-group 7 - 10

Minute of meeting held on 27 August 2020.

5 Hearings Schedule

Verbal report by Area Convener.

6 Resilience Planning

Verbal report by Area Convener.

7 North Strathclyde Hub Meeting

Verbal report by Area Convener.

8 Date of Next Meeting

Members are asked to note that the next meeting of the Area Support Team is scheduled for Tuesday 27 October 2020 at 2.00 pm.



Minute of Meeting Renfrewshire Area Support Team

Date	Time	Venue
Tuesday, 18 August 2020	14:00	Teams Meeting,

PRESENT

E Anderson, Derek Brama; Annemarie Currie; Edi Hanley; Jennifer Hay; Alex MacDonald; H McCulloch; Jim Melrose; A Morrison; M Robinson; Councillor John Shaw and Angela Stevenson.

CHAIR

D Brama, Area Convener, presided.

ALSO PRESENT

A Cramb, Area Support and Improvement Partner (Children's Hearings Scotland), and N Harkness, Local Area Reporter.

IN ATTENDANCE

M McCargo, (Children's Services) and C Macdonald and P Shiach, (both Finance & Resources).

APOLOGIES

A Macdonald and Alan Thompson.

DECLARATIONS OF INTEREST

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

MYRA SPEIRS

The Area Convener advised the Committee of the sad passing of former Depute Area Convener and CPAC Member Myra Speirs in July. He expressed his condolences to the family of Mrs Speirs.

HANNAH MCCULLOCH

The Area Convener welcomed Hannah McCulloch, a recently appointed PPA, who was attending the first meeting of the Area Support Team since her appointment.

ORDER OF BUSINESS

To facilitate the conduct of the meeting the Area Convener proposed that item 12 of the agenda, Locality Reporter Manager Update be considered prior to item 4 of the agenda, Return to Face-to-Face Hearings, and item 3 of the agenda, Going Liver Strategy after item 9 of the agenda, PPA Involvement.

ADDITIONAL ITEMS

The Area Convener indicated that there were four 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 11 to 14 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 10 March 2020.

DECIDED: That the Minute be approved.

2 MATTERS ARISING

(a) East Renfrewshire AST

The Area Convener advised that East Renfrewshire Area Support Team had appointed an Area Convener, Richard Reynolds. He thanked J Melrose for his role in acting as temporary Area Convener until the appointment had been made.

(b) Panel Member Recognition Event

The Area Convener advised that some Area Support Teams were considering the possibility of holding virtual Panel Member Recognition events. He was of the opinion that it would be preferable to defer the recognition event until face to face events were possible. In response to a question from A Stevenson, the Area Convener undertook to advise Panel Members that the event had been deferred.

DECIDED: That the information be noted.

3 LOCALITY REPORTER UPDATE

The Locality Reporter Manager referred to the return of face to face hearings and indicated that there was insufficient space for these to be held in the Glen Lane offices. She indicated that the removal of a wall in the larger hearing room would allow a

Hearing of up to 11 participants. If more than 11 were present, the remainder would require to participate in the Hearing via video link from the smaller hearing room.

The Locality Reporter Manager indicated that funding had been provided for Hearing Room 2 and that this would be used for Hearing Room 1.

She also advised that arrangements would require to be put in place to allow rooms to be cleaned between Hearings and that SCRA was looking at a system which, if successful would allow two hearings per session rather than three. A trial hearing had also taken place at the Accord Hospice, and that two hearings could be accommodated there twice per week.

The Locality Reporter Manager was then heard in answer to questions from members on the report.

DECIDED: That the report be noted.

4 **RETURN TO FACE-TO-FACE HEARINGS**

The Area Convener referred to the current position with regard to face to face Hearings and a full discussion followed regarding whether the Accord Hospice could accommodate two sessions, a morning and an afternoon once hearings commenced there in September.

M Robinson indicated that a discussion was needed on how many Panel Members were available for face to face Hearings given the COVID-19 restrictions on particular demographics, and the lack of clarity over electro-static cleaner.

The Locality Reporter Manager intimated that Glasgow Panel Members and Reporters were undertaking face to face hearings at present but most other areas were undertaking virtual hearings. She indicated that she would draw up a provisional timetable for M Robinson and E Anderson for comment.

In response to a question on face to face hearings being undertaken by Panel Members who were over 70, the Area Convener indicated that he had been lobbying Children's Hearings Scotland but no decision had been reached meantime.

DECIDED: That the information be noted.

5 **VIRTUAL HEARINGS**

The Area Convener open discussion in relation to Virtual Hearings.

The Locality Reporter Manager indicated that there were currently eight virtual hearings being undertaken per week.

M Robinson advised that she had emailed Panel Members in relation to the hearing options available and had received 51 responses.

In response to a question on face to face hearings being undertaken by Panel Members who were over 70, the Area Convener indicated that he had been lobbying Children's Hearings Scotland but no decision had been reached meantime.

DECISION: That the information be noted.

6 **HEARINGS CAPACITY AND RESILIENCE**

The Area Convener advised that Panel Members who had missed out on Management of Hearings training may be afforded the opportunity to attend training later in the year as West Lothian College was considering a training programme in the Autumn.

DECIDED: That the information be noted.

7 **ROTA ARRANGEMENTS**

M Robinson updated the Committee on the position with regard to rota arrangements, requesting that the Reporters Office provide her with dates for the rota for September and October rotas. She also indicated that the 2019 trainees would require to be factored into the rota in some capacity for hearings in terms of the “buddy” arrangements.

DECIDED: That the information be noted.

8 **LAW SOCIETY DETERMINATION**

Under reference to item 9 of the Minute of the meeting of this Committee held on 21 August 2018, the Area Convener referred to a complaint taken out by a Panel Member and member of the AST against a Solicitor at a Hearing she had attended. The complaint related to the alleged attitude of the solicitor in relation to the Panel Members and the Social Worker in attendance.

The Area Convener advised that the Law Society had found in favour of the complainant on three charges solicitor in question, and that he has received a fine and been censured as to his future conduct. The complainant had also been awarded compensation.

DECIDED: That the information be noted.

9 **PPA INVOLVEMENT**

The Area Convener indicated that several meetings of the RRRG Group and advised that Children’s Hearings Scotland was investigating employer involvement in the 2021 recruitment campaign, which was expected to be challenging during the current pandemic and resultant economic uncertainties.

The Area Support and Improvement Partner advised that the Group was looking at PPA recruitment and indicated that the PPA Forum Channel on Teams was working well.

In terms of the creative campaign for Panel Member recruitment she indicated that it was intended that the campaign would begin in January 2021 with recommendations submitted to the National Convener by July 2021.

The Area Support and Improvement Partner intimated that the CHS panel member recruitment tool was in the final process of development and there were plans in place to develop a template for local planning which would link into the national planning programme.

The Area Convener indicated that dependent on capacity, CHS was considering ways

in which to allow PPAs to attend Hearings, either virtual or face to face to undertake observations. The Area Support and Improvement Partner advised that the next training course for PPAs was scheduled to take place in the Autumn and it was intended that PPAs would be involved in Management of Hearings training.

DECIDED: That the information be noted.

10 **GOING LIVE STRATEGY**

The Area Convener referred to the CHS “Going Live Strategy and sought clarification on access to the Community Hub.

A Stevenson indicated that access was restricted to the Area Convener, Rota Manager(s) the Digital Champion(s) and the AST Clerk.

The Area Support and Improvement Partner advised that she had been asked to monitor Teams access by Area Support Teams and Renfrewshire had recorded one of the highest access rates.

DECIDED: That the information be noted.

11 **RESPONSE TO WELLBEING SERVICE**

The Area Support and Improvement Partner advised that the Wellbeing Service well received and all details were available on Teams. The service was available to Panel Members and AST members and was confidential and free of charge.

DECIDED: That the information be noted.

12 **LEARNING AND DEVELOPMENT OPPORTUNITIES**

The Area Convener indicated that it was intended to resume meetings of the Learning and Development Sub-group in September.

The Locality Reporter Manager indicated that SCRA could participate to provide relevant updates.

In response to a question from the Area Support and Improvement Partner, the M McCargo agreed to provide an update to the Sub-group in the impact of Covid-19 on Renfrewshire

DECIDED: That the information be noted.

13 **CHILD AND YOUNG PERSON INVOLVEMENT**

The Area Convener referred to the involvement of young people in the Panel Member recruitment process and sought the opinion of Members on having a young person involved in AST meetings.

The Area Support and Improvement Partner indicated that she was unsure if the CHS Children’s Rights and Inclusion Strategy would be in place by the time of the next AST Meeting but would more likely be in place prior to the October meeting of the AST.

DECIDED: That the information be noted.

14 **NORTH STRATHCLYDE HUB**

The Area Convener advised that the next meeting of the North Strathclyde Hub was scheduled to take place on 7 September 2020 and requested that any concerns members had should be passed to him for inclusion on the agenda.

DECIDED: That the information be noted.

15 **ARRANGEMENTS FOR FUTURE MEETINGS**

There was submitted a report by the Clerk proposing the following dates for future meetings of the Committee: -

Tuesday 15 September;
Tuesday 27 October;
Tuesday 24 November 2020; and
Tuesday 15 December 2020.

A further report proposing dates for 2021 would be submitted to the December meeting for consideration.

DECIDED: That the proposed dates, as detailed in the report, be approved.



Renfrewshire
Area Support Team

MINUTES

Learning & Development Group Meeting

27th August 2020

Present: Derek Brama (DB; Chair), Alex MacDonald (AM), Jacqueline Doherty (JD).

In attendance: Edi Hanley (EH), Angela Cramb (AC), Hannah McCulloch (HM), Amanda Morrison (AM)

Apologies: Kirsten Miller (KM), John Leckie (JL), Alison Thompson (AT) Ewan McNaught (EM), David Hadden (DH).

1. Pre Service Update

DB had circulated information prior to hearing relating to trainee status.

2 trainee panel members have completed Hearings in Lockdown module, with one of those having completed the accompanying questions. EH will contact them to arrange observations, following these they will be able to sit on a panel.

A further 5 have completed Day 6 and 7 training but have yet to complete the Hearings in Lockdown module – again EH will contact these trainees to ascertain when they might be able to do so.

5 have not yet completed Day 6 or 7 – EH will contact 4 of these and AM will contact 1 as he has met this trainee several times and is aware of his circumstances. 1 of these does provide cause for concern, having not completed Day 5 training.

Getting trainees to complete the courses and sitting on panels has become increasingly important to help increase capacity for panels as we enter a phase of catch up.

The single observation these trainees will do before sitting on a panel can either be face to face, virtual or blended, however it was felt where possible face to face would be best.

Although buddies have been identified they have not yet been allocated due to the complex nature of the next rota. To do so the types of hearing new panel members can participate in will need to be identified and then they will be allocated a buddy who can also sit on these types of hearings. It is therefore likely that trainees will have observed a hearing before they are allocated a buddy.

A virtual meeting will be arranged for trainees on Tuesday 1st September just to touch base, share experiences and provide reassurances. There has been a lot of changing advice given by CHS, where goalposts have been changed and expectations altered. This meeting will provide clarification.

2. In-Service update

AM and JD continue to assist JL as he has ongoing family matters which need his time. It was agreed that it would be advisable to formalise the position of 2 further LDCs. AC to arrange.

The first training evening will be on Monday 14th September at 7pm, if speakers available for that evening. This will serve as a refresher session and it is hoped that there will be a speaker from SCRA, Social Work, CHS (AC and DB) and possibly CELCIS. Once date confirmed JD will send a save the date email.

Suggestion for 'advocacy' training however felt that best plan was to send an update informing all of this. Who Cares are now the primary advocacy provider for Renfrewshire, and indeed most regions. It will still be possible to use Barnardo's advocates as they are the alternative providers. This is particularly important where a relationship has been built between a child and an advocate.

There will be a refresher type course provided by the Learning Academy for panel members to complete as they return to hearings. It is assumed those who have been involved in virtual hearings will not need to complete this.

AM has completed all her PPA training. DB to advise when Recruitment training becomes available. HM is about to embark on her training and will arrange a meeting with AM to discuss what will be involved. It was also advised that she may wish to read the Care review 'Pinky Promise'.

AST members will soon have to complete IG training – even those who have completed this as a PM.

Suggestion that instead of training evenings it may be more practical to encourage PMs at this time to complete courses in the Learning Academy or CELCIS (they have new course called Getting Care Right for All Children) and to spend time finding their way around the new digital system. It will not be possible at this time to run face to face training events and finding the right virtual platform to suit all will be difficult.

3. MOH Training

The Learning Academy have asked DB and AC have been asked to identify PMs who need to complete MOH training. This is a departure from the norm as it is normally the Learning Academy who provide this information. There

was a discussion around the best way of getting this information. AC found an email from Learning Academy in January which would suggest they should have this information and will follow this up.

4. Learning Academy prospectus

DB provided all with a draft of this, which has no dates or finer details. This should be finalised by the end of the month.

5. AOCB

It is likely that virtual hearing training will need to be included for new trainees and potentially PPAs may require virtual observations training as these types of hearings will be around for a while yet.

As a result of the Care Review there will be more involvement from children and young people in the recruitment of PMs process. There will need to be appropriate training for these young people. The soon to be appointed Children's Rights Inclusion Officer will be heavily involved in this.

Couple issues raised regarding virtual hearings:

Not all CSOs were uploaded onto Objective Connect, this has now been rectified and the chair should ensure they read this before it is virtually signed. DB to send email.

Additional information is being added up to less than 24 hours before a hearing, giving insufficient time for PMs to read this or if they have read papers prior to this they may not even be aware it has been added. AC sent email to address this matter.

It was noted that currently papers only included the record of proceedings for the last hearing rather than a complete history. PMs felt that this removed helpful information and that it was more beneficial to be able to read back and note the different decisions made, whether a relevant person attended previous hearings, etc. It is likely due to reduced numbers of staff in the office at SCRA. AM to contact them to enquire about papers for upcoming hearing.

Discussion around the new digital system with regards to PMs being unable to sit on a hearing at last minute. It was agreed that our current system works very well, where PMs must call EH, and that this should continue. This needs to be made clear and confirmed with all PMs before new rota goes live.

6. Date of next meeting

Tuesday 6th October at 7pm and will be conducted via Teams.

