



Renfrewshire  
Area Support Team

## Minute of Meeting Renfrewshire Area Support Team

Date	Time	Venue
Tuesday, 24 October 2023	14:00	Corporate Meeting Room1, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

### Present

Derek Bramma; Craig Campbell; Jacqueline Doherty; Edi Hanley; Alex MacDonald; Jim Melrose; and Marion Robinson.

### Chair

D Bramma, Area Convener, presided.

### Also Present

L King, Locality Reporter Manager

### In Attendance

P Shiach, Senior Committee Services Officer, and K O'Neill, Democratic Services Officer (Renfrewshire Council).

### Apologies

Councillor Hughes, C McLean and E McNaught.

### 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 two additional item of business which had not been included in the notice calling the meeting. The Area Convener, being of the opinion that the items were competent and relevant, authorised their consideration at items 13 and 14 respectively of the agenda.

### **1. Minute of Previous Meeting**

There was submitted the Minute of the previous meeting of Renfrewshire Area Support Team (AST) held on 20 June 2023.

**DECIDED:** That the Minute be approved.

### **2. Note of Inquorate Meeting**

There was submitted the Note of the inquorate meeting of 22 August 2023

**DECIDED:** That the information be noted.

### **3. Matters Arising**

#### **Accessible Taxi Provision**

The Area Convener advised that Councillor Hughes had made inquiries into accessible taxi provision for Panel Members, however no reliable, suitable service was currently available.

**DECIDED:** That the information be noted.

### **4. Learning & Development Sub-group**

There was submitted the Minute of the meeting of the Learning & Development Sub-group held on 5 October 2023.

The Minute provided updates on the following: -

- (i) Pre-service issues including recruitment; the learning academy training calendar; local training and support; proposed local pre-service training; and observations;
- (ii) In-service updates including mandatory training deadlines; training calendar January – June; confirmation of a wellbeing evening in November; Management of Hearings/Enhanced practice update; and Panel member/social worker twilight event;
- (iii) TSM Learning Champion role; and
- (iv) Recruitment 2014.

**DECIDED:** That the Minute be approved.

## **5. Rota and Management of Hearings Sub-group**

There was submitted the Minute of the Rota and Management of Hearings Sub-group held on 12 October 2023.

The Minute provided information on the Rota information required; sabbaticals; resignations; panel member strength; Hearing statistics for the period 14 August to 13 October 2023 including deferrals, swaps; cancelled hearings; standby hearings; continuity; cross-area assistance; additional hearings; and pastoral care.

**DECIDED:** That the Minute be approved.

## **6. Locality Reporter Manager Update**

The Locality Reporter Manager provided a verbal update relative to staffing; refurbishment at Glen Lane; and appeals feedback.

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

**DECIDED:** That the report be noted.

## **7. Tribunal Support Model**

There was submitted a presentation by Children's Hearings Scotland (CHS) relative to the proposed Tribunal Support Model.

The presentation provided information on the sequencing of the Tribunal Support Model implementation; the background to and proposed future of the Model; clerking support for the nine regions; strengthened regional and national links; meetings and governance cycles; regional volunteers roles; and the transition programme for each cohort and examples of what this might look like.

**DECIDED:** That the presentation be noted.

## **8. UNCRC Incorporation and Children (Care and Justice) (Scotland) Bill – Update**

There was submitted a presentation by Children's Hearings Scotland relative to an update on progress on the UNCRC Incorporation and Children (Care and Justice) (Scotland) Bill.

The presentation indicated that the UNCRC outlined the rights every child under 18 should have. These had been ratified by the UK Government in 1991 creating obligation to comply but were not currently enforceable in the Scottish legal system.

The United Nations Convention on the Rights of the Child (Incorporation) (Scotland) Bill Aim – make rights within UNCRC enforceable in law.

In addition, the presentation outlined the timeline for incorporation.

**DECIDED:** That the presentation be noted.

## **9. Professional Development Award (PDA) Completion Guidance for Area Support Teams (ASTs) – August 2023**

There was submitted a report by Children's Hearings Scotland relative to Professional Development Award completion guidance for Area Support Teams.

The report advised that the aspiration in CHS was that all Panel Members were confident and competent to make the best decisions for infants, children, and young people in hearings. One of the key components to achieving this was to ensure they were given the best training to equip them for their role, and therefore all Panel Members, who had joined the National Panel since 2014, were required to complete the Scottish Qualifications Authority (SQA) accredited Professional Development Award (PDA).

The aim of the report was to provide ASTs with all the necessary information about the PDA and the expectation of Panel Members to complete the award as part of their commitment to their role, and also included guidance on what should be done if any Panel Member had not progressed on their PDA journey, as expected within the recommended timelines.

The report detailed background information; the current position; CHS Chairing policy; Panel Member reappointment guidance; minimum requirements of reappointment; criteria for not reappointing a Panel Member; training requirements imposed by the National Convener; exceptional circumstances preventing PDA completion within two years; and PDA extension requests.

**DECIDED:** That the report be noted.

## **10. Panel Member Recruitment – 2023 Campaign**

The Area Convener provided a verbal update relative to the Panel Member Recruitment Campaign for 2023.

The Area Convener advised that 13 applications had been submitted through the CHS recruitment portal and further late application accepted from East Renfrewshire AST.

An Information Evening had been scheduled for 24 October and interviews would take place between 6 and 9 November.

**DECIDED:** That the report be noted.

## **11. Devolved Budget Summary**

There was submitted a report by the Clerk relative to a summary of the devolved funding budget.

The report indicated that following the Panel member recognition event, the remaining budget was £214.03.

**DECIDED:** That the report be otherwise noted.

## 12. **Future Meetings Arrangements**

There was submitted a report by the Clerk relative to future arrangements for meetings of the Area Support Team. The report proposed dates for meetings until April 2024.

The dates proposed were: -

Tuesday 20 February 2024; and  
Tuesday 9 April 2024.

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

## 13. **Mock Hearing – Glen Lane**

The Area Convener provided an update relative to the forthcoming mock Hearing to be held in Glen Lane, Paisley on 15 November indicating that Natalie Don, MSP had requested to attend the event.

**DECIDED:** That Natalie Don, MSP be invited to the Glen Lane event.

## 14. **Future Recognition Event**

The Area Convener referred to the Panel Member Recognition event which had taken place in June 2023 in the Glynhill Hotel and had been very well received.

He requested that any ideas or proposals for the Recognition Event in 2024 be submitted to him in early course.

**DECIDED:** That the report be noted.

## 15. **Date of Next Meeting**

**DECIDED:** That it be noted that the next meeting of the Area Support Team was scheduled for Tuesday 12 December 2023 at 2.00pm in Renfrewshire House.