

**HEARINGS MANAGMENT SUB-GROUP  
RENFREWSHIRE AREA SUPPORT TEAM**

**DATE: 4<sup>th</sup> June 2019      TIME: 10.00AM      VENUE: SCRA GLEN LANE**

**MEMBERSHIP: EDI HANLEY (CHAIR); EILEEN ANDERSON (ROTA MANAGER); MARION ROBINSON (ROTA MANAGER); ANGELA STEVENSON (PANEL REP); JIM MELROSE (DEPUTE AREA CONVENER); ANGELA MITCHELL (SCRA) LESLEY KING/NICOLA HARKNESS (SCRA)**

## **AGENDA**

### **APOLOGIES**

Marion Robinson

### **PRESENT**

Edi Hanley; Eileen Anderson; Angela Stevenson; Jim Melrose; Lesley King; Angela Mitchell

### **RESIGNATIONS**

None

### **HEARING STATS - 24<sup>th</sup> April - 31<sup>st</sup> May**

#### **Deferred Cases**

13 Total – 7 - Relevant Persons not in attendance; 4 -No Child Planning Framework received; 1- Legal Rep not in attendance & necessary for discussion; 1 – Education not in attendance & necessary for discussion

#### **Cancelled Cases/Sessions**

6 Total – 2 – Reporter on Annual Leave; 1 – Reporter Training; 1- Afternoon Session cancelled and Panel Members requested to attend AM; 2 – No reason given.

Following discussion Lesley King and Angela Mitchell advised that reasons for cancellations should always be provided and they will follow up with SCRA staff and provide further information as required

**ACTION:      LK/AM**

#### **SECURE HEARINGS**

12 Panel Members supplied in total; St Mary's Kenmure – 3 PM's provided for Renfrewshire Area; Kibble – 3 PM's provided for Shetland Area; Kibble – 3PM's provided for Renfrewshire Area; Kibble – 3 PM's provided for Highland Area over 2 separate hearings

## **EXTRA CASES/HEARING SESSIONS**

9 Additional Sessions/Cases in total; 3 – Time Critical; 1- Dumbarton Case; 2 – added to existing sessions for Emergency Transfers; 2 – Public Holidays/Standby sessions called in for 2<sup>nd</sup> Working Day hearings.

## **SWAPS**

20 Swaps carried out over period

## **CONTINUITY**

1 PM agreed for continuity

## **DISCUSSION**

JM raised several questions for discussion at the full AST Meeting regarding the capturing of Panel Members Stats and the requirement for this to be done via Panel Pal rather than the current process. It was the view of JM that the deadline for use of Panel Pal, for Rota to be input and any subsequent swaps/changes/additional hearings to be added directly to Panel Pal had, already been reached.

AS questioned whether a deadline had originally been set & advised would follow up with AST previous minutes to determine if so.

*Follow up:*

*(Feb 2019 AST Minutes indicate that a timeframe of Autumn was discussed/agreed for implementation of Panel Pal)*

JM asked that the following questions be raised/discussed at the upcoming AST meeting, which he unfortunately cannot attend.

What is the deadline for Panel Pal?

When is the current Rota going into Panel Pal? (JM view is that it should be now)

Are swaps and other cases on Panel Pal now? If not how are these gathered and input?

When will additional information be included such as swaps/extra hearings?

How have PM's responded to requests to input data to Panel Pal?

EH raised questions around how receipts for expenses would be handled via Panel Pal. JM advised that expenses would be married up against Rota/Other meetings/training to confirm attendance and would be managed via this route. It was noted that occasions where an additional case was added to 3 existing hearings this would not be captured by Panel Pal and would still need to be manually captured by EH

EH advised that a further meeting in relation to Panel Pal/Rota production had been arranged to include Derek Brama, Edi, Marion and Eileen to progress this and further information would be available following the meeting.

JM is looking for date on the next training calendar to update Panel Members to the changes to Panel Pal and digital use.

**ACTION; JM/LEARNING & DEVELOPMENT TEAM**

### **PASTORAL CARE**

1 PM sent card following family circumstances & also seeking up to 6-month sabbatical

2 PM's sent flowers following surgery

### **PANEL MEMBER STRENGTH**

PM strength is currently 86 members, with 60 Females and 26 Males.

### **AOCB**

JM provided update on Better Hearings Discussions – progressing slowly, looking to have a Better Hearings Conference around Sep/Oct/Nov to bring issues together and re-enforce the respect Agenda. One attendee at a recent meeting made suggestion that the AST should highlight on the good things happening in our area such as Barnados and the use of Avatars.

LK/AM – provided apologies for some confusion around type of hearing and required paperwork for a hearing which took place this morning. Unfortunately, due to complete system failure with SCRA systems, lasting 2.5 days, coupled with staffing issues around holidays and other necessary absences, there was an error in notifying panel members this morning that a hearing had been changed to a ground hearing and the paperwork not dispatched. The system downtime had impacted hugely on all staff with all paperwork having to be completed manually & it was unfortunate that an omission had occurred. It was agreed that information be noted with no need for further action.

### **DATE OF NEXT MEETING**

Tuesday 6<sup>th</sup> August 2pm at Glen Lane