

Recruitment and Retention group (PPAs)

Meeting on 26th April 2022
Wallneuk Church 7.00pm

Agenda

1. Update on observations
- access to previous observations
2. Reappointment meetings
3. Recruitment review
4. Update on PPA forum - notes from 3.3.22 emailed (AMC)
5. Update on RRRG
6. Area Plan 2022-3
7. Aide memoire for PPAs
8. Moderation
9. Inverclyde support
10. Complaints
11. AOB

Present : J Melrose, D Bramma, Craig Campbell, Alison Thomson,
Ruth MacLeod, Cairis Manson, Eileen Anderson, Anne Marie Currie

Apologies : Jennifer Hay, Pam Wilson

1. **Update on observations**

- access to previous observations

It was agreed that we would continue to notify chairs of upcoming observations.

PPAs do not have access to previous observations and training records at present. This was being worked on by CHS.

The record of PM observations on CSAS would be used instead of spreadsheet compiled by Eileen.

Noted that it still takes time to complete the observation form and there are still technology issues remaining.

2. **Reappointment meetings**

Spreadsheet issued with PPAs allocated to PMs for reappointment.

One PPA carrying out meeting.

Reappointment meeting can be done in a manner to suit both parties – phone, Teams.

3. **Recruitment review**

Recruitment process went well.

23 (4 men) recommended for training – 18 at recent meeting with Derek and Ewan.

4. **Update on PPA forum** - notes from 3.3.22 emailed (AMC)

Community concerns workshop planned.

New observation form in progress which is clearer in terms of Chair / side panel reporting.

5 **Update on RRRG**

AMC discussed meeting with an update on applications.

Discussion on use of care experienced people for appointment process.

C Goodfellow (CHS) looking for feedback on questions in appointment process.

It was noted by one PPA that candidates seemed to fall into two extremes.

It was noted that the interview questions mitigate against 'ordinary' people who do not work in a team, who do not make big decisions ...

6. **Area Plan 2022-3**

Theme 2 – Quality assure PM practice to maintain high quality hearings.

Discussion of this aspect of plan.

Agreed that we would look at a recent observation by each PPA and consider how these have been written - eg. how much information is given in each section, what info is required for PDA completion by Learning Academy.

JRM will email these observations to each PPA to consider before the next meeting. The next meeting will have this as the main agenda item.

Action JRM

7. **Aide memoire for PPAs**

Agreed that a draft aide memoire will be produced.

Action JRM

8. **Moderation**

part of item 6

9. **Inverclyde support**

No further involvement

10. **Complaints**

Recent complaint (s) dealt with by CM.

The family have complained twice in the recent past.

JRM indicated that he would not deal with this again but refer to CHS for action.

11. **AOB**

Requirement for new PPAs. We can have 8 PPAs

DB would approach recent PM applicant who is interested in role.

Action DB

Next meeting : 7th June Wallneuk Church 7pm