



Renfrewshire  
Area Support Team

## Minute of Meeting Renfrewshire Area Support Team

Date	Time	Venue
Tuesday, 24 January 2023	14:00	Corporate Meeting Room 3, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

### In Attendance

Craig Campbell; Jacqueline Doherty; Edi Hanley; Councillor Lisa-Marie Hughes; Ciara McLean; Jim Melrose; and Marion Robinson.

### Chair

J Melrose, Depute Area Convener, presided.

### Also Present

L King, Locality Reporter, S MacRae, Promise Ambassador (in respect of item 1 only) and P Wilson, Area Service Improvement Partner (CHS).

### In Attendance

P Shiach Senior Committee Services Officer, (Finance and Resources).

### Apologies

D Brama, A MacDonald, E McNaught and A Tucker.

### Declarations of Interest

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

### **Additional Item/Order of Business**

The Depute Area Convener indicated that there was one additional item of business which had not been included in the notice calling the meeting. The Depute Area Convener, being of the opinion that the item was competent and relevant, authorised its consideration.

In order to facilitate the business of the meeting, the Area Convener intimated that the additional item, Presentation on Promise Keepers, would be considered prior to item 1, Minute of Previous Meeting, of the agenda.

#### **1 Presentation - Promise Keepers**

There was submitted a presentation by S MacRae, Promise Ambassador relative to the role of Promise Keepers.

She provided information on the Promise Keeper network; the requirement for representatives from across the authority to act as Promise Keepers; the use of looked after definitions; and information on the role of the Fostering and Adoption Team.

She further advised that there were currently 99 Promise Keepers, and outlined the process involved in applying to become a Promise Keeper and the training involved. She further intimated that anyone could become a Promise Keeper, and that the service was looking for as many Promise Keepers as possible.

S MacRae was then heard in answer to questions from members on the presentation.

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

#### **2 Minute of Previous Meeting**

There was submitted the Minute of the previous meeting of Renfrewshire Area Support Team (AST) held on 13 December 2022.

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

#### **3 Matters Arising**

(i) Item 5 – Hearings Management Sub-group

The Depute Area Convener indicated that he had contacted PPAs to request that when undertaking observations, they identify Panel Members with suitable skill sets to be trained in Management of Hearings (MoH) training.

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

#### **4 Hearings management Sub-group**

There was submitted the Minute of the meeting of the Hearings Management Sub-group held on 16 January 2023.

The Minute provided information in relation to sabbaticals, resignations; hearing statistics for the period 6 December 2022 to 13 January 2023; pastoral care; panel strength; rotas; postal strikes; safety; and deferral information.

A full discussion took place with regard to issues trainees were having around training, which was an issue to be addressed by the Learning Academy; continuity; and clarification on the protocol with regard to who can request police presence at Hearings and when.

The Depute Area Convener indicated that an item on safety at hearings could be published in the next Panel Member newsletter.

**DECIDED:**

(a) That an item on safety of Panel Members at hearings be included in the next Panel Member newsletter; and

(b) That the Minute be otherwise approved.

**5 Learning & Development Sub-group**

There was submitted the Minute of the meeting of the Learning and Development Sub-group held on 16 January 2023.

The Minute provided updates on pre-service training; Learning Academy training; the role of the Reporter event to be held on 6 February; trainee support arrangements; observations update; observations; in-service training; Kibble visits update; and MoH/Enhanced practice update;

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

**6 Locality Reporter Manager - Update**

The Locality Reporter Manager provided a verbal update report on local Scottish Children's Reporter Administration (SCRA) operational arrangements, in particular with regard to staffing arrangements; appeals feedback, which would be available at the next meeting; and deferred hearings.

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

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

**7 Area Support Improvement Partner - Update**

The Area Support and Improvement Partner provided a verbal update on various issues, indicating that she was looking for one or two Panel Members and AST member volunteers for communications training on support for the Tribunal Model System. This would involve a one-day online session. The date had not meantime been finalised.

In terms of Trauma-informed Training, she indicated that CHS Scotland was anticipating that 80% of Panel Members would have completed the training by June 2023, with the remainder having completed by March 2024. It was expected that this would form part of the Area Support Plan for 2023/24.

Full discussion followed on the feasibility of having 80% of Panel Members trained by June, and the Area Support Improvement Partner indicate that CHS was also looking to have PPA workshops for Trauma Informed Practice

The Area Support and Improvement Partner was then heard in answer to questions from members on the update.

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

## 8 **Date of Next Meeting**

**DECIDED:** That it be noted that the next meeting of the Area Support Team was scheduled for Tuesday 21 March 2023 at 2.00pm in Renfrewshire House.