

## SCOTTISH SOCIAL SERVICES COUNCIL

### Unconfirmed minutes of the Fitness to Practise Committee held by Teams video conference Tuesday 10 September 2024 at 10 am.

**Present:** Peter Murray, Council Member, Chair  
John Anderson  
Liz Burnley  
David Cobb  
Andrew Fairlie  
Janet Gillan  
Richard Heard  
Yvonne Hobson  
Dale Hughes  
Denzil Johnson  
Donellen MacKenzie  
Arlene Napier  
Audrey Roy  
Michael Sneddon  
Audrey Watson  
Morag Wilson

**In attendance:** Hannah Coleman, Acting Director of Regulation  
David Kydd, Team Leader, Regulatory Improvement and Hearings  
Audrey Wallace, Corporate Governance Coordinator

#### **1. Welcome**

1.1 Peter Murray introduced himself as the Chair of the Committee. He welcomed all members to the meeting and thanked them for their attendance.

#### **2. Apologies**

2.1 Apologies for absence were noted from Committee members who were unable to attend. Hannah Coleman confirmed that the meeting was quorate.

#### **3. Declarations of Interest**

3.1 It was accepted that any social service workers in attendance had an interest as registered workers.

#### **4. Minutes of the previous meeting – 23 September 2021**

4.1 The minutes of the meeting held on 23 September 2021 were noted. It was agreed that these should be shared with members who had attended the meeting. It was also agreed that the process be changed to sharing minutes

with attending members in early course after the meeting, in order to have the content approved.

4.2 There were no matters arising from the minutes of previous meeting.

## **5. Fitness to Practise Panel outcomes and disposals**

5.1 Hannah Coleman presented report 01/2024 which contained statistics on hearing outcomes including Temporary Order Hearings, Temporary Order Review Hearings, Impairment Hearings, Application Hearings and Restoration Hearings. The report also provided information on appeals raised and the outcomes or stage of appeal.

5.2 Referring to Appendix 2, Hannah Coleman drew members' attention to one case where the SSSC withdrew its case against a worker and the Temporary Suspension Order (TSO) was revoked. She also advised on the differences between the terms used where temporary orders could be continued, extended or varied. A temporary order which is continued is where the review meeting decides to leave an order in place to run to the end of the original order. An extended order is where additional time is added to the original order.

5.3 Hannah Coleman confirmed that Panel members have been updated previously on the appeals mentioned, except one which is ongoing. She advised that there is another in train, but it falls outwith this reporting period and members will be updated on this in due course.

5.4 Following a question on whether there are statistics on how many panel decisions followed or didn't follow the recommendation of the SSSC, it was noted that this information has only recently started to be gathered. David Kydd confirmed that he would pull together the information available which can then be shared.

5.5 The Committee noted

1. the outcomes and disposals of the Fitness to Practise Panel hearings concluded between 1 April 2021 and 31 March 2024
2. that the information in the report will be presented to the next meeting of the Council
3. that information to date on the numbers of panel decisions made that do not follow the recommendation of the SSSC will be shared within the next few weeks and that this will be reported at future meetings of this Committee.

## **6. Training of Fitness to Practise Committee members**

6.1 Hannah Coleman presented report 02/2024 which listed the training provided to members over the years 2021, 2022, 2023 and to date in 2024. The report also included the details of the induction training provided to Lay and Social Services Workers in 2022 and 2024 and induction training to Legally Qualified Chairs in January 2024. Hannah Coleman also provided information on training topics planned for the remainder of 2024 and advised that a training needs analysis would be carried out later in the year to help determine the training programme for the following years. Hannah Coleman mentioned that feedback

forms and information gathered from former members would also help inform future training. She planned to include sessions giving members the opportunity to break into groups for discussion sessions with each other, as has been previously requested, and has successfully taken place on several occasions.

6.2 It was clarified that there is a session planned for 28 January 2025, this is for unconscious bias training for the newest cohort of lay and social service members. This forms part of their induction.

6.3 There was some general discussion focused on unconscious bias training, which was found to be particularly useful for members who had been in post for some months to help understand and reflect on their practices with the SSSC to date.

6.4 The Committee noted  
1. the training provided between 2021 and 2024 as detailed in the report  
2. the outline plans for future training.

## **7. Quality Assurance Sub-committee**

7.1 Hannah Coleman presented report 3/2024 which provided an overview of the work carried out by the Quality Assurance Sub-committee, the members of which review the Notices of Decision, observe hearings and provide feedback from their reviews and observations. This assists in planning of training and development needs.

7.2 The Committee  
1. noted the output from the Quality Assurance Sub-committee between 2022 and 2024.

The Chair thanked the members for their attendance and input.

### **Fitness to Practise Committee: 10 September 2024**

**Start time: 10.00am**

**Finish time: 10:35am**

Signed: .....  
Peter Murray, Chair, Fitness to Practise Committee

Date: .....