

REMIT AND STATUS

TIME TO BE HEARD

(THE PILOT FORUM FOR ADULTS IN RESIDENTIAL CARE AS CHILDREN)

1. The general remit of *Time to be Heard* is to provide up to 100 former residents of Quarriers the opportunity to describe their experiences in residential care as children to an understanding, knowledgeable audience.
2. Scottish Ministers have set certain parameters to the Pilot Forum's operation and have appointed Tom Shaw as Chair, and Anne Carpenter and Kathleen Marshall as Commissioners.
3. *Time to be Heard* will be established from 17 May 2010 for at least three months and will operate independently under the direction of the Chair.
4. Proceedings will take place at an independent, private venue in Glasgow.
5. Staff assisting in *Time to be Heard* at the venue will work under the direction of the Chair; like the Chair and the Commissioners they will work independently from central and local government and any non-departmental public body (NDPB).
6. An Advisory Group has been appointed to assist the Chair and Commissioners in preparing for the establishment of *Time to be Heard*, to provide ongoing advice while *Time to be Heard* is in operation and to work with the Chair and Commissioners after *Time to be Heard* has concluded. The Advisory Group includes a representative from Scottish Government and secretarial assistance is provided to the Chair by Scottish Government. The Advisory Group will not be involved in the Pilot Forum operations. (For further information about the Advisory Group see Annex A attached).
7. *Time to be Heard* will be registered with the Data Protection Commissioner and the Chair and Commissioners will have responsibility for managing any personal data obtained in the course of the Pilot Forum's work.
8. Tapes and other material relating to the hearings will be held securely and access to these tapes and material will be restricted to the Chair, Commissioners and the independent support team associated with the operations of *Time to be Heard*. Scottish Government officials will not have access to this data.
9. Financial arrangements arising from the work of *Time to be Heard* will be undertaken by Scottish Government, including arrangements for the remuneration of the support team, the Chair and Commissioners, the payment of travel and subsistence expenses of the support team, the Chair, Commissioners, Advisory Group members, the payment of travel

and subsistence expenses of participants and their supporters and any other financial outlays.

10. While *Time to be Heard* is in operation the Chair will deal with issues concerning liaison with the media and with any other communications or public relations matters arising directly from the Pilot Forum's work.