



SOUTH YORKSHIRE

SOUTH YORKSHIRE PROBATION BOARD

The next meeting of the Board will be held at 10.00 a.m. on **Wednesday** 28th November 2007 in the Board Room, 45 Division Street, Sheffield. Refreshments will be available at 9.45 a.m.

Members are asked to consider, when reading the attached papers, whether they have a pecuniary interest in any of the matters to be discussed or a conflict of interests with those of the Probation Board. They are reminded of the need to declare such an interest at the appropriate point in the meeting, or to seek advice from the Secretary beforehand.

Members are requested to be mindful of any diversity implications in relation to agenda items as the meeting progresses.

At the right hand margin is my estimate of the times for items. It is no more than a guide.

Julian Fox

AGENDA

1. Apologies for absence.
2. Declarations of interest by Members.
3. To consider whether the public should be excluded during consideration of any of the following items.
4. Minutes of last meeting – 25th October 2007. Copy attached.
5. Matters arising.
6. Service Level Agreement. Verbal report
7. Performance Quarter 2. Report attached
8. Commissioning Plan - An Update. Report attached
9. Unpaid Work Audit. Report attached 11.00
10. Approved Premises Audit. Report attached

UNCLASSIFIED

11. EEM Self Assessment. Report attached
12. Unit Costs 2007 / 08. Report attached
13. Scheme of Delegation. Report attached
14. Budget 2008 – 9. Verbal report
15. Response to the PBA consultation on pay round 2008/9. Report attached
16. Restructure of the Human Resources Department. Report attached 12.00
17. Reports back from Members and Working Groups.
 - i) Audit Committee Minutes 25th October 2007. Copy attached
 - ii) PBA Council Meeting 8th November 2007. Report attached
18. Chief Officers' Report. Copy attached.
 - I PBA Matters
 - i) Structure and Operation of the PBA into the Future.
 - ii) PBA Meeting with Minister David Hanson.
 - II Report of the Prisons and Probation Ombudsman
 - III Decisions of panel held on 15th November 2007
 - IV Outsourcing of Unpaid Work
 - V LSC ESF Tenders
 - VI Probation Circulars
19. Any other business.
20. Next Meeting: to take place in the Board Room, Division Street, Sheffield on Thursday 13th December 2007 at 10.00 am.

JF/A5/4
Agenda Nov07
071107

UNCLASSIFIED