



PROBATION BOARD
26th MARCH 2009
10 am

Present: Peter Smith (Chair),
Richard Akroyd, Roz Brown, Nichola Cadet, Abdul
Khayum, Mike Murphy, Helen Williams and Ken Wyatt.

Also in attendance: Julian Fox, Brian Kerslake and Ian Razzell (Item 7, minute 353)

347. Apologies for Absence

Apologies were received from Brenda Maslen, Mervyn Thomas and Amanda Cullen.

348. Declarations of interest by Members

There were none.

349. Items to be considered in the absence of the public

RESOLVED: That the public be excluded from item 3 (minute 350) on the basis that it is work in progress, and item 10 because of its commercially confidential nature affecting identifiable individuals (minutes 335 and 356).

350. Application for Trust Status

Roz Brown went through the report in detail. She updated the Board on the progress that South Yorkshire and other Boards across the country had made with the application. She said that although there had been some slippage with dates, she was confident that the deadline of 21st May would be met. She reported that the first of the assessment centres had taken place. The meeting discussed the application and how feedback would be sought. Peter Smith said that it was important for service delivery to be maintained throughout the process. Julian Fox said that he was compiling a list of indicators from which the Board might derive assurance.

351. Minutes of the Meeting Held on 5th March 2009

RESOLVED: That the minutes of the meeting held on the 5th March 2009 be approved.

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352. Matters Arising

i) Minute 341 – Offender Management Inspection

Roz Brown said that some of her suggested amendments had been accepted by the lead inspector. She said that the report was due to be published before the next Board Meeting.

ii) Minute 343 – Draft Strategic Plan

Roz Brown thanked members for their responses. She said that the document would now be published.

iii) Minute 344 iv – JNCC

Roz Brown said that there had been a meeting of the LNCC the previous Tuesday. She said that Unison had indicated that following a meeting to be held later that day, they would be entering into formal dispute over compulsory redundancies. She said that she expected to receive a letter regarding this the following week.

353. Performance

Ian Razzell said that the only part of the attachment the meeting needed to look at were pages 1 and 2. He went through his report in some detail, and explained what was being done to improve individual targets. The Board discussed the sickness absence figure. Roz Brown commented that sickness was generally lower at this time of year.

RESOLVED: The Board noted the report.

354. Business Plan 2009/10

Peter Smith said that the document was internal at the moment and would contain less jargon when it is published as a public document. Roz Brown said that the last few items were still work in progress. She asked that the Board formally approve the document.

RESOLVED: The Board formally approved the Business Plan.

355. Financial Position 2008/09 and 2009/10

Brian Kerslake went through his report. He said that in order to present a balanced budget at the next meeting there were two challenges: the first to ensure that the full allocation was spent and the second was to ensure the accounts were fully closed. He said that a draft would be presented to the next audit committee which was due to take place immediately after the next Board Meeting.

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RESOLVED: The Board noted the current financial position.

356. OLASS Developments

Brian Kerslake went through his report. The meeting discussed the topic in some detail. Roz Brown said that the unions would need to be consulted before any decisions are made.

RESOLVED: The Board agreed to explore the best value in relation to the options available.

357. Reports back from Members and Working Groups

i) Regional Trust Briefing Day 16th March 2009

This meeting was discussed under the Trust Application Item. Ken Wyatt, Richard Akroyd, Peter Smith, Brian Kerslake and Ian Razzell had all attended the meeting. Peter Smith said that the notes that were produced had been distributed to those writing the Trust Application.

ii) Minutes of Special Audit Committee held on 20th January 2009

Ken Wyatt said that all actions had been followed up. Brian Kerslake said that the exercise would be included in the relevant part of the Trust Application.

358. Chief Officers' Report

i) Working Arrangements With The Consortium

Peter Smith asked the Board to formally accept the changes.

RESOLVED: The Board approved the new arrangement.

ii) Regional Re-organisation

Nichola Cadet asked if we had any staff affected by this. Roz Brown replied not, but one SPO seconded to NOMS would return to South Yorkshire.

RESOLVED: That this item be noted.

359. Any Other Business

i) New Finance System

Brian Kerslake said that this was due to go live the following Wednesday. He said that it was on budget and on time and that a

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huge amount of work had gone into this, especially from John Ward and Susan Woodhouse. The Board asked Julian Fox to write to the finance department offering their thanks.

360. Date of Next Board Meeting

Next meeting to take place in the Board Room, Division Street, Sheffield on Thursday 23rd April 2009 at 10 am.

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