



SOUTH YORKSHIRE

**PROBATION BOARD**  
**27<sup>th</sup> September 2007**  
**10 am to 12.30 pm**

Present: H. Redhead (Chair)  
N. Cadet, B. Fatogun, A. Khayum, B. Maslen,  
M. Thomas, H. Williams.

Also in attendance: J. Fox, B. Kerlake, D. Thomas (items 80 – 82).

67. Apologies for absence

Apologies were received from R. Ackroyd, R. Brown, M. Murphy, K. Wyatt, and F. McCready.

68. Declarations of interest by members

No interests were declared.

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

RESOLVED: none.

70. Minutes of last meeting

RESOLVED: That the minutes of the meeting held on the 26<sup>th</sup> July 2007 be approved.

71. Matters arising

i) PBA Matters

In response to a question, J. Fox reported that a letter of congratulations had been sent to Alan Wooderson, the new Chair of the PBA.

ii) JNCC – (Minute 63)

It was not known whether the dispute registered by UNISON had yet been resolved, but it was likely that the subject would be discussed at the next JNCC meeting.

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### 72. Membership of the Board – Notes of meeting held on the 6<sup>th</sup> September 2007

It was agreed that the notes were an accurate record of the meeting. The Board noted and welcomed the fact that H. Redhead is to cover for G. Wordsworth during the latter's 3 months leave of absence. J. Fox said that he hoped to meet with G. Wordsworth in the next couple of weeks to review the position.

### 73. Roles of Board Members, and Membership of Committees and working groups

H. Redhead tabled his report of which clarified tasks for Board Members and membership of Committees and Working Groups. He said that with fewer Members, the Board would have to work a little harder to achieve all that was required of it. He reported that he had included every Member in the list of tasks, and invited Board Members to speak with him after the meeting should they have any problems with what they have been assigned.

M. Thomas asked for clarification on the term 'pool' for the JNCC meeting. H. Redhead advised that everyone in the pool will be eligible for training so that they are able to attend these meetings. J. Fox advised that the JNCC constitution provides that up to 8 members of the Board can attend the JNCC along with up to 8 union reps. H. Redhead advised that he would prefer everyone to be available rather than they be short on numbers. B. Fatogun asked whether the training had been set yet, J. Fox replied that there had been some previously, which had gone well and there were plans to repeat this; however, no dates had been set as yet. The next meeting of the JNCC would take place on 11 October. B. Maslen commented that the numbers attending JNCC should be reduced on both sides.

### 74. Offender Management Act 2007.

J. Fox said that the PBA briefing and the summary of the Offender Management Act were for information only at this stage rather than discussion. There were currently 6 Probation Areas moving to Trusts, but the uncertainty about the future of the Probation Service had been increased by recent newspaper reports, one of which he tabled.

H. Redhead reported on a meeting he had had with the Chair and Chief Executive of the PBA, in which a number of aspects of the new legislation were discussed. B. Kerslake reported that a message had been received from the Chief Executive of NOMS to the effect that the reports of its demise were premature.

### 75. Yorkshire and Humberside Regional Probation Partnership Board (RPPB)

B. Kerslake presented the report which included the final Regional Business Plan. He said that the only significant change from the information previously considered related to work with short-term prisoners. He said that there is now a requirement for regions to produce a Provider Development Plan. He

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sought formal approval from the Board so that the Chief Officer and Chair could take it forward.

The RPPB has invited Boards' opinions on the proposal to hold an Annual General Meeting (AGM). H. Williams thought that this would be useful as a way of keeping Board Members in touch with regional developments. B. Maslen agreed.

B. Kerslake briefed members on the ReConnect Project. A decision had been made for Probation not to take on the project at this time, for reasons which he outlined. However the Regional Business Development Manager is to keep an eye on the situation.

RESOLVED: The recommendations in the report be formally accepted by the Board and that the Chief Officer and Chair report back when information becomes available.

### 76. Budget Update

B. Kerslake presented his report, the main aim of which was to update the Board on a revised budget for this year and seek the Board's approval. There had been a reduction in the allocation from NOMS, although a reduction in expenditure commitments minimised the effect. Most elements of the allocation had now been confirmed by NOMS. He also explained that at the start of the financial year South Yorkshire had too many staff for the funding allocated, however numbers were now below establishment. B. Maslen asked whether having too few staff caused a risk. B. Kerslake replied that efforts are underway to employ staff up to establishment. However, there are concerns for next year as it is likely that the financial settlement will be very tight. In discussing the various elements of the budget, B. Fatogun asked about the payments to offenders. B. Kerslake explained that this is to help pay for travelling expenses for those offenders who are subject to intensive Orders which require them to attend a multiple of appointments each week.

RESOLVED: That the Board approve the revised budget.

### 77. Secondments

B. Kerslake presented the report and the accompanying document which highlighted the business risk involved with regard to employees seconded from South Yorkshire Probation. A discussion took place about the summary and B. Maslen expressed concern at the number of ACOs. B. Kerslake responded that the subject had been discussed the previous Autumn, when it was decided that the Board should reserve the decision to themselves as to whether any more ACOs could take up secondments. He advised that there are only 4 ACO posts in South Yorkshire and that all of these are filled on an established basis. He explained that 2 of the ACOs seconded to NOMS would in fact return to SPO grades should they return to South Yorkshire.

B. Kerslake explained to the Board the situation with the staff who are regarded as being seconded to the Sheffield DIP team. These staff were

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employed within the DIP team for that particular job and costs are met by the Sheffield Primary Care Trust. The Trust was now proposing to re-engineer the delivery of this service and their intention was to have the DIP senior managers employed by the PCT directly. The delivery of the service would go out for tender from April 2008. At this stage it was thought that this would be a 3 year contract. The DIP employees would then transfer to whoever secures the contract. He suggested that the question of whether to bid for this contract should be discussed at the next Board meeting. It was not known if the other 3 divisions in South Yorkshire would go that way at the moment.

RESOLVED: The Board accept the recommendations.

### 78. Audit Committee 11<sup>th</sup> September 2007

H. Williams explained that many of the items were for information only and therefore there was little to report back. The remaining meetings for the financial year 2007/2008 have been set.

### 79. PBA Review "A Framework for the Future"

J. Fox explained that he has been asked by the PBA to get a response from the Board in relation to the proposed framework. A discussion took place about the questions asked in the document. It was generally felt that the PBA should raise their profile and concentrate on supporting Boards through to Trust status.

RESOLVED: that J. Fox send a response on behalf of the Board.

### 80. Performance

D. Thomas explained to the Board that performance at this stage was good news. He presented his report to the Board and said that comparative performance on funding-linked measures was almost entirely positive and action plans were in place for the deficits. Those were highlighted in the report.

With regard to the IPPF, the target of becoming a band 3 Service had been achieved and there was the potential to maintain this status, although the margins were very small. In response to a question, D.Thomas explained that figures relating to Accredited Programmes were affected by the way completions were profiled.

H. Redhead thanked D. Thomas for the report and said that he would like to see more green in future reports. The Board expressed their pleasure at the results achieved to date.

### 81. Reports back from Members and Working Groups

B. Fatogun reported on his experience of the Centenary Conference organised by Sheffield Hallam University. He said that Shami Chakrabati had

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spoken well. However, the conference was lengthy, and not particularly well attended by those from the UK.

B. Fatogun also reported on the Geese Theatre Production "Do Different", which had been very good, and had received praise from the High Sheriff. H. Redhead said that he was pleased with Janice Brown's efforts to get the funding for the Project. J. Fox to write to congratulate her on behalf of the Board.

H. Redhead reported that he had attended an introduction session for new staff and that F. McCready had spoken at a similar event for staff from the Sheffield DIP.

### 82. Chief Officers' Report

#### i) C-NOMIS

D. Thomas updated the Board on the present position, which is that options are being considered prior to a decision by the Secretary of State in October. H. Redhead asked the cost of C-NOMIS. D. Thomas replied that it had been projected, if it were to progress unchanged, to be around £540m by completion.

RESOLVED: That the Board note the position

#### ii) PBA Survey on OMNI IT Contract

RESOLVED: That the Board note the position

#### iii) Proposal to change the Resource Allocation Formula

RESOLVED: That the Board note the position

#### iv) Decisions of appeal panels held on 20th July 2007 and 13th September 2007

RESOLVED: That the Board note the decisions

#### iv) Documents Received

RESOLVED: That the documents received be noted.

#### v) Probation Circulars

RESOLVED: That the circulars be noted.

### 83. Any other business

i) B. Maslen asked about the dates of next year's meetings. J. Fox replied that a schedule of dates would appear on the agenda for next month's meeting. However, it was most likely that they would be held on the third

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Thursday of each month and he asked Members to pencil those dates in their diary.

ii) J. Fox handed out a report from HMIP on 'Getting Orders Started' and advised that this was something for the Audit Committee rather than for discussion today.

iii) NAPA had asked for a Board Member to be on their committee, and two Members had expressed an interest. The task was not to represent South Yorkshire, but Probation in general. It was decided that B. Maslen should be nominated and that if she were appointed, the Board would pay both time and travelling expenses.

iv) H. Redhead advised the Board that during a meeting in London, he had heard that Probation were not entirely meeting the expectations of the Race Equality Commission on the implementation of the Race Equality Scheme. J. Fox commented that the Race Equality Commission had written to us previously, and although they had seemed satisfied with the response, it was recognised that there was further work to be done on this aspect of the Services work. R. Brown is keen to improve our scheme, and A. Cullen is working on it. B. Maslen asked whether someone would be employed to focus specifically on this issue, and the Board was advised that A. Cullen does this at present as part of her role.

### 84. Next meeting

Thursday 27<sup>th</sup> September 2007 at 10 am in the Board Room, 45 Division Street, Sheffield.

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