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MINUTES of a meeting of the DERBYSHIRE PROBATION BOARD held on 6 December 2010 at the Gothic Wharf, Cromford

PRESENT

Gillian Wilmot (Chair)

Board Members present were John Burns, Patricia Coleman, Adrian Evans, Dennis Gammage and Isabella Stone.

Also in attendance were John Allsop (Board Secretary), Alan James (Treasurer), Corry Bond (Board Admin Secretary), Rosemary Plang (Director of Probation) and Brian Nuttall (MAPPA Manager) (part).

130/10 WELCOME

The Chair welcomed members to the meeting.

131/10 APOLOGIES

Apologies were received from Denise White and David O'Sullivan.

132/10 DECLARATIONS OF INTEREST

There were no declarations of interest from members.

133/10 MINUTES OF THE MEETING HELD 1 NOVEMBER 2010

The minutes were approved as a true and correct record.

134/10 MATTERS ARISING FROM THE MINUTES

107/10 There had been no movement on the Prison's position regarding programmes.

135/10 ORAL REPORTS OF LEAD MEMBERS

Diversity

Concern was raised in relation to the Survey Monkey Question 1 which highlighted Harassment and Bullying as an area which staff felt they needed "...more training and other learning and development..." It was felt that this needed further exploration to see whether staff generally felt that they were being subjected to harassment and bullying.

Finance

The Strategic Plan would be brought in line to match the Financial Plan. Members discussed the need to fully use any underspend.

Midlands Training Consortium

Members noted the report which provided an update from the November Executive Committee Meeting. Members discussed the Consortium's financial position and Derbyshire's commitment to that.

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Interventions

Education, Training and Employment had successfully bid for European Social Fund funding to 2014. The Director of Offender Management office had produced a paper proposing how Intensive Alternative to Custody could be kept going through a regional programme.

County LOCAL Delivery Unit

Community Budgets – Rosemary Plang felt that Derbyshire would have very little involvement with this initiative at the moment.

Public Health White Paper – The paper suggested that funding would be shifted into local authorities. It also contained significant reference to offender initiatives.

City Local Delivery Unit

Reconviction rates were now statistically significant, and had worsened in the City Local Delivery Unit. Rosemary confirmed that this was high on the agendas within Local Delivery Units. Derbyshire was working closely with community safety initiatives, which was a more demanding task in the county than the city.

Human Resources

No developments on the agreed re-structuring strategy pending clarification on the budget for 2011/12. Acting-up positions for Probation Service Officers and admin staff were being put in place. The Chair had recently met with Derbyshire Judges and reported issues in Courts regarding stand-down reports.

136/10 TRUST STRATEGIC PLAN 2010/11 – 2012/13

Members noted that the Strategic Plan would be reviewed in early 2012.

137/10 TRUST SERVICE CONTINUITY PLAN

The report was noted.

138/10 NEW PROBATION INSTRUCTIONS

The report was noted.

139/10 ESTATES ANNUAL REPORT AND STRATEGY

Members noted the report which detailed the proposed strategy with regard to estates.

140/10 INFORMATION AND TECHNOLOGY STRATEGY

Members noted the report, which provided a brief summary of the key issues.

141/10 PERFORMANCE

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- General PTRS shows solid Band 3 performance across all 4 domains.
- Remain regional best for generic parole performance.
- 90%+ achieved on OASys timeliness.
- Intensive Domestic Abuse Programme completion rates now 74.29% (regional best).
- Areas to monitor:
 - Sustained employment: following attention to recording had improved in September, but dipped again in October.
 - Staff sickness: increased in October to 11.36, but at 8.3 the year to date figure is still good.
- Areas of concern:
 - Previous 2 cohorts showed a rise in reconviction rates. The most recent recorded rate of 9.76% is statistically significant. Unless reduced this could result in Derbyshire being moderated downwards at the end of the year. It was hoped the Integrated Offender Management initiative will impact on this.
- Workloads and structure compared to same period last year:
 - Reduction in caseload (supervisees) of 6.22%.
 - Reduction in Court reports of 8.08%.
 - Internal structure of workloads changing more.
 - An increase in custodial sentencing noted since October 2009 was feeding through into a rise in post-release work as a proportion of the caseload.
 - There had been a significant rise in oral (67%) and Fast Delivery Reports (31.8%) for the courts and a dip in standard reports (39%).

These trends could be seen at one level as showing success in demand management, but the Lead member questioned whether it was in the direction which Derbyshire would wish to see.

142/10 ASSET CAPITALISATION THRESHOLD

Members adopted a revised capitalisation threshold of £10,000.

143/10 SMOKING POLICY

Members agreed that offenders working for Community Punishment in the Chesterfield workshop should be allowed to smoke on site during break times and that, subject to the landlord's approval, a suitable area be designated and made safe for this purpose.

144/10 CONFIRMED MEETING DATES 2011

Members agreed the final schedule of Board and Panel meeting dates for 2011.

145/10 MEETINGS ATTENDED/ACTIVITIES

11 November – Regional Chairs Forum

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Chairs were reporting disparity between staff pay grades and annual leave. Their objective was to bring in the same conditions of service across all Trusts.

22 December – Community Payback Briefing Event
John Allsop and Janet Hickey attending.

Members requested that items for discussion with the Director of Offender Management be put on the next agenda.

146/10 SERVICE DEVELOPMENTS

Derbyshire had made a successful bid with the Prisons for a Social Enterprise recycling project which would involve Unpaid Work staff recycling items which would normally be taken to the tip. The project was expected to generate a lot of press interest.

147/10 LOCAL GOVERNMENT PENSION SCHEME TRANSFER IN

Members agreed that employees wishing to join the Local Government Pension Scheme with previous local authority or club scheme membership could transfer in those benefits.

148/10 PAYROLL

Derbyshire had submitted the project to the National Offender Management Service Approval Board. Support was given to the project, but with a number of requirements to be undertaken. Members agreed that NOMS ICT and Steria would be given 14 days to put together costing reports for project management and then Derbyshire would choose the best proposal. Any contract would include a 'success fee' clause. John Allsop advised that a new system would cost up to £160,000 - £200,000. A larger licence fee could be paid up front for the software, which would result in smaller payments for the remainder of the period. .

149/10 EXCLUSION OF MEMBERS OF THE PUBLIC FROM THE PRIVATE SESSION OF THE MEETING

Members of the public were excluded from the Private session of the meeting.

150/10 COMMUNITY PAYBACK

Private organisations had been given the opportunity to come on to the framework for Community Payback provision, and 3 had been successful in doing so. It was expected that Community Payback would go out to tender in February/March 2011, to be delivered by a new provider from October 2011. Derbyshire intended to contribute to the public sector bid.

151/10 BUDGET MONITORING

Members noted the report which provided an update of developments since September.

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152/10 SPECIFICATION, BENCHMARKING AND COSTING

The report was noted. National figures had been received from all Trust, but showed such a great variance that they were considered to be unreliable at present.

153/10 SERIOUS FURTHER OFFENCE (MG)

Members noted the summary report and action plan. A new domestic violence information exchange protocol had been put in place with the Police and was proving to be very successful.

154/10 SEX OFFENDER ACCREDITED PROGRAMME

NSPCC had taken the strategic decision not to deliver its Community Sex Offender Groupwork Programme in the future. Members agreed the recommendation that Derbyshire should bring the service in-house, and it was expected that the transfer would be completed by March 2012.

155/10 DATE OF NEXT MEETING

The date of the next meeting was confirmed as 6 December 2010, 9.15am at Siddals Road Probation Office, Derby.

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Board Meeting Actions

6 December 2010

Minute	Agreement/ Action Required	Date Action Required	By Whom
145/10	Members requested that items for discussion with the DOM be put on future agendas.		

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