



## **CUMBRIA PROBATION TRUST BOARD**

“To deliver an excellent level of service in managing offenders in custody and the community, to protect the public and to contribute to the reduction of crime in Cumbria. In all our activities we aspire to achieve excellence in our work, we strive for continuous improvement, we value constructive discourse and we acknowledge each person’s unique value and potential”

### **BOARD MEETING** **27<sup>th</sup> APRIL 2010 AT 9.30 A.M.** **LIME HOUSE, WETHERAL, CUMBRIA.**

#### **AGENDA**

#### **Part 1 (Items to be taken in Public)**

1. **APOLOGIES**  
To receive any apologies for absence
2. **DECLARATIONS OF INTEREST**  
To receive any declarations of interest
3. **MINUTES OF PREVIOUS BOARD MEETINGS**  
To approve for signature the Minutes of the Board Meeting held on the 9<sup>th</sup> April 2010.
4. **BOARD EVALUATION FORM**  
To note the attached evaluation form for completion.
5. **ACTION POINTS**  
To confirm and note the record of Action Points attached
6. **REVIEW OF 2009/10**  
To receive a presentation from the Chief Executive
7. **TREASURER’S REPORT**
  - 7.1 To receive and approve the attached budget for 2010/11 from the Treasurer.
  - 7.2 To receive and approve the Financial Regulations from the Treasurer (copy attached)
  - 7.3 To note the NNC Salary Settlement 2010/11.
8. **MEETINGS**
  - 8.1 To receive and note the draft Notes of the Trust Transition Project Group held on the 13<sup>th</sup> April 2010. (copy attached)
  - 8.2 To receive and note the draft Minutes of the Health & Safety Committee Meeting held on the 14<sup>th</sup> April 2010 (copy attached)

9. **ANNUAL PLAN 2010/11**  
To receive and discuss the attached update report on the Annual Plan 2010/11 from the Board Secretary (copy attached)
10. **RISK REGISTER**  
To receive note the attached update Report on the Risk Register from the Board Secretary
11. **SERVICE LEVEL AGREEMENT 2009/10**  
To receive, note and approve the attached Notices of Change not previously issued by the DOM
12. **PROBATION ASSOCIATION**
- 12.1 To receive a verbal report from the Board Secretary on the Probation Association Scrutiny Workshop held on 19<sup>th</sup> April 2010 in Birmingham (copy agenda attached)
- 12.2 To receive a verbal update from the Board Chair on the Probation Association Council Meeting held on the 22<sup>nd</sup> April 2010 (copy agenda attached)

**PART 2 (Items to be taken in Private)**

13. **MINUTES OF PART 2 MEETING**  
To approve for signature the Minutes of the private meeting of the Board held on the 9<sup>th</sup> April 2010
14. **MATTERS ARISING**  
To consider any matters arising from the Minutes
15. **EMPLOYEE ISSUES**

**PART 1 (Items to be taken in Public)**

16. **ANY OTHER BUSINESS NOT PREVIOUSLY NOTIFIED**
- 17.1 **DATE OF NEXT MEETING**  
To note the next Meeting of the Board will be held on the 25<sup>th</sup> May 2010 at 9.30 a.m. at Lime House Wetheral.
- 17.2 To agree a date for a Board Meeting to approve the Accounts for 2009/10

**DOCUMENTS APPENDED FOR INFORMATION**

- ❖ Letter dated 12<sup>th</sup> April 2010 from Christine Lawrie to Michael Spurr regarding PI05/2010 Community Safety Partnerships.
- ❖ Letter dated 12<sup>th</sup> April 2010 from Michael Spurr to Christine Lawrie.