



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 **25th MAY 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 27th April 2010.
4. **BOARD EVALUATION FORM**
To note the attached evaluation form for completion and the summary of the evaluation forms completed for the meeting held on the 27th April 2010.
5. **ACTION POINTS**
To confirm and note the record of Action Points attached
6. **MATTERS ARISING**
To note/consider matters arising not on the Action Sheet or substantive agenda items
7. **TREASURER’S REPORT**
 - 7.1 To receive and note the Treasurer’s Report to the Audit & Performance Committee held on the 13th May 2010
 - 7.2 To receive and discuss the attached SMT Strategic Review Meeting discussion paper from the Treasurer on Potential Challenges facing the Trust
8. **MEETINGS**
 - 8.1 To receive and note the draft Minutes of the Audit & Performance Committee Meeting held on the 13th May 2010 (to follow)
 - 8.2 To receive and note the draft Notes from the Equality and Diversity Meeting held on the 18th May 2010 (to follow)

9. **ANNUAL PLAN 2010/11**
To receive and note the attached Annual Plan 2010/11
10. **QUARTER 4 SLA REVIEW MEETING**
To receive a verbal report from the Chair on the meeting held on the 14th May 2010
11. **PROBATION ASSOCIATION**
To note the letter from Christine Lawrie to Yvonne Thomas dated 10th May 2010 regarding Magistrates on Trust Boards (copy attached)
12. **PERFORMANCE**
To receive and note the attached draft Performance Report for April 2010

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 27th 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. **DATE OF NEXT MEETING**
To note the next Meeting of the Board will be held on the 18th June 2010 at 3.30 p.m. at Penrith (venue to be confirmed) to approve the accounts for 2009/10
To note the next full Meeting of the Board will be held on the 29th June 2010 at 9.30 a.m. at Lime House, Wetheral

DOCUMENTS APPENDED FOR INFORMATION

- ❖ PCA Newsletter May 2010
- ❖ Probation Trust Board Members May 2010

Audit Plan
Delegation Letter