

MEETING OF THE THAMES VALLEY PROBATION BOARD

THURSDAY 18 SEPTEMBER 2008, STARTING AT 2 PM

MEETING ROOM 1, BICESTER HEAD OFFICE

BUFFET LUNCH AT 1 PM (Please note later start time)

A G E N D A

Part 1

1. Apologies and welcomes
2. Opening remarks from Chairman and Chief Officer
3. Minutes of the meeting of 26 June 2008 TVPB/M4/2008
4. Note of the workshop meeting of 24 July 2008 TVPB/P45/2008
5. Matters arising:
 - a) Declarations of interest
 - b) Action list (attached to minutes)

For discussion and agreement

6. Performance report 2008/09: April to July TVPB/P46/2008
7. Finance report:
 - a) Unit Costing TVPB/P47/2008
 - b) Budget 2008/09 and year to date report TVPB/P48/2008
 - c) Annual audit letter TVPB/P49/2008
8. Annual Health and Safety Report for 2007/08 – to follow TVPB/P50/2008
9. Communications Strategy TVPB/P51/2008
10. Information security update TVPB/P52/2008
11. Serious Further Offences – interim report TVPB/P53/2008

For information

12. Audit Committee: risk register and minutes of 5 Sept 2008 TVPB/P54 & 55/2008
13. JNCC: report from the meeting of 15 September 2008 Oral
14. Knowledge management TVPB/P57/2008
15. Probation Chiefs Association – letter and MoU TVPB/P58/2008
16. Probation Association business TVPB/P59/2008
17. List of Probation Circulars issued since 26 June 2008 TVPB/P60/2008
18. Any other business (part 1):
 - Oral reports from link members
 - Unpaid Work update TVPB/P61/2008

Part 2

19. Human Resources issues TVPB/P62 and 63/2008
20. Any other business (part 2)

Next meeting: Workshop at 10.30 am on Thursday 16 October 2008, Bicester Head Office

Next public meeting: 1.30 pm on Thursday 27 November 2008
Market Street Committee Room, Newbury (West Berkshire D C)