

## THAMES VALLEY PROBATION BOARD

Index to 2008 agendas, minutes and numbered papers

### AGENDAS FOR BOARD MEETINGS

The Board's agendas are public documents three working days before the meeting

24 January 2008	Milton Keynes Probation Office
27 March 2008	Slough Town Hall
24 April 2008	Banbury Probation Office
26 June 2008	Reading Crown Court
18 September 2008	Bicester Head Office
27 November 2008	Newbury

### MINUTES – TVPB/M-- /2008

Part 1 of the minutes of each Board meeting becomes a public document when agreed by the Board and signed by the Chair at the following meeting.

1. 24 January 2008
2. 27 March 2008
3. 24 April 2008
4. 26 June 2008
5. 18 September 2008
6. 27 November 2008

### NUMBERED PAPERS – TVPB/P--/2008

Copies of all papers other than restricted items are obtainable on request from:  
Richard Lawrence-Wilson, Board Secretary, Thames Valley Probation Board, Kingsclere Road,  
Bicester, Oxfordshire OX26 2QD

#### Meeting of 24 January 2008 at Milton Keynes Probation Office

1. Notes of the Board workshop of 13 December 2007
2. Integrated Probation Performance Framework (IPPF) 2007-08
3. Strategy 2007-2010
4. Capability Assessment Framework
5. Finance report
6. Risk register
7. Disciplinary and grievance procedure
8. Mobility, redeployment and redundancy policy
9. Minutes of the JNCC meeting of 17 December 2007
10. Boards and the probation estate – PBA paper
11. List of Probation Circulars issued since 29 November 2007
12. **(Restricted)** – Audit Committee minutes of 6 December 2007
13. **(Restricted)** – Annual report on Serious Further Offences

#### Meeting of 27 March at Slough Town Hall

14. Performance report and SLA negotiations
15. **(Restricted)** - Audit Committee – Minutes of the meeting of 13 March 2008
16. (a) Business plan 2008-09 (b) 3 year business plan to 2010/11

17. Finance: year to date report
18. Pensions policy
19. JNCC: Minutes of the meeting of 8 February 2008
20. Work placement sourcing brief
21. **(Restricted)** – Confidential human resources issues

#### **Meeting of 24 April at Banbury Probation Office**

22. Finance report
23. Annual report on Governance
24. JNCC minutes of the meeting of 5 February 2008
25. Probation Association summary, March/April 2008
26. Probation Association report on the OMNI project
27. List of Probation Circulars issued since 24 January 2008
28. **(Restricted)**: Interim report on serious further offences
29. **(Restricted)**: Recruitment and retention – Slough Office
30. Number not used

#### **Meeting of 26 June at Reading Crown Court**

31. Notes of workshop on 29 May 2008
32. Performance report – full year 2007-08
33. Annual report and accounts for 2007-08
34. External Audit governance report 2007-08
35. Finance report year-to-date 2008-09
36. Stress audit of TVP staff
37. Reward and recognition – revision of Board awards scheme
38. JNCC minutes of the meeting of 19 May 2008
39. Health and Safety Committee minutes of the meeting of 9 April 2008
40. Probation and Sentencers Forum minutes of the meeting of 15 May 2008
41. Probation Association: TVP response to consultation on trusts
42. List of Probation Circulars issued since 24 April 2008
43. **(Restricted)** – Audit Committee minutes of 19 June 2008
44. **(Restricted)** – Human resources – confidential issues

#### **Meeting of 18 September at Bicester Head Office**

45. Notes of workshop on 24 July 2008
46. Performance report April-July 2008
47. Unit costing
48. Budget 2008-09 and year-to-date report
49. Annual audit letter
50. Annual Health and Safety report 2008-09
51. Communications strategy
52. Information security update
53. **(Restricted)** Serious further offences – interim report
54. Probation Association business
55. Audit Committee – minutes of 5 September 2008 and risk register
56. Number not used
57. Knowledge management
58. Probation Chiefs Association – letter and MoU
59. Number not used
60. List of Probation Circulars issued since 26 June 2008
61. Unpaid Work update
62. **(Restricted)** Human resources paper
63. **(Restricted)** Human resources paper

## Meeting of 27 November at West Berks District Council Offices, Newbury

64. Notes of workshop on 16 October 2008 and OMI progress report
65. Performance report April-September 2008
66. Finance: budget 2008-09 and year-to-date report
67. Human Resources: Information report 2007-08
68. Freedom of information – revised Publication Scheme
69. Surveys – Magistrates, unpaid work offenders and beneficiaries
70. Sickness policy review – update
71. JNCC: minutes of the meeting of 15 September 2008
72. Minutes of Sentencers Forum of 6 November 2008
73. Minutes of the Health and Safety Committee of 1 October 2008
74. Probation Association survey : Probation property management arrangements and covering letter
75. List of Probation Circulars issued since 18 September 2008
76. **(Restricted)** (Part 2) Human Resources issues