

Minutes

Meeting: Board Meeting
Date: 13 March 2013
Time: 10.15 – 12.30
Ref: YJB (13) 2nd meeting

Attendees

Frances Done (Chair)	David Banks (Board member)
John Wrangham (Board member)	David Simpson (Board member)
Gillian Fairfield (Board member)	Bob Reitemeier (Board member)
Christine Davies (Board member)	Charles Clark (Board member)
John Drew (Outgoing Chief Executive)	Karl Mittelstadt (Head of Chief Executive's Office)
Lin Hinnigan (Incoming Chief Executive)	Paul Candler (Ministry of Justice)
Dusty Kennedy (Head of YJB Cymru)	Richard Prentice (Head of Governance, Planning and Support – item 5)
Ray Hill (Deputy Chief Executive – Secure Accommodation)	Matthew Anderson (Governance manager – item 5)
Lucy Dawes (Deputy Chief Executive – Community)	Helen Dean (Head of Commissioning Projects – item 6)
Martin Skeats (Deputy Chief Executive – Corporate Services)	Bhavi Teli (Project Manager Assessment and Planning Interventions Framework - item 7)
Nat Defriend (Head of Effective Practice)	David Wells (Governance team - minutes)

Items 1- Apologies and register of interests

1. There were apologies from Angela Sarkis and Kate Morris. It was noted that David Banks' new trusteeship at the Koestler Trust needs to be added to the register of interests.
Action: PA to Chair to update the register of interests as outlined above.

Item 2 – Minutes of previous meetings and matters arising

2. The minutes of the meeting of 30 January 2013 were agreed without change.
3. There were no matters arising.

Item 3 – Chief Executive's Report

4. John Drew's written report was noted. John drew particular attention to the outcome of the Good Practice Grant negotiations for 2013/14, which will see a reduction of 8.8% compared to this year. While there has been a reduction in YOT caseloads across the year which will mitigate against the reduced funding, John reported that it was difficult to define a straightforward relationship between caseloads and funding. Looking forward, the YJB and Ministry of Justice will consider ways of linking the grant more closely to effective practice.

5. The evidence gathering stage of the triennial review has concluded. There is little further to report at this stage, but John stated that the Stage 1 report will be circulated to Board members once it is issued.
Action: The Triennial Review stage 1 report to be circulated to Board members once issued.
6. As part of the Corporate Planning process the YJB is considering how best to respond to the needs of girls in the youth justice system. It was noted that a Ministerial roundtable on the subject is currently under consideration. Helen Grant, the Minister with responsibility for women in the justice system, is likely to take a larger role in the subject in the future. Nat Defriend stated that revised material on girls in the youth justice system has recently been added to the Justice website, albeit it was more community than custody focussed. Nat stated that he would provide the relevant link to Frances Done who would then circulate it to the rest of the Board.
Action: Nat Defriend to provide Frances Done with a link to the material on the Justice website in relation to girls in custody, and Frances to circulate it to the rest of the Board.
7. It was noted that Lucy Dawes has met with the Ministry of Justice to discuss the “Transforming Rehabilitation” consultation, which proposes to reform the probation system, to take forward the YJB’s concerns about how the proposals may effect the operation of YOTs and the transitions of young people at 18.
8. As a result of the declining number of remands to secure accommodation, the overall budget to be allocated to local authorities has reduced from that which was proposed in the LASPO (Legal Aid, Sentencing, and Punishment of Offenders) consultation document. The Board agreed on the need to be clear and explicit in explanations to stakeholders.
9. Finally, John offered his congratulations – seconded by the Board – to Kate Morris, who has been appointed as Deputy Chief Executive for Effective Practice.

Item 4 – Chair’s items

10. Frances Done stated that she, Lucy Dawes, Charles Clark and John Wrangham had spent a lot of time liaising with Police and Crime Commissioners (PCCs) since the elections, in order to inform them of youth justice issues and the YJB’s key messages. It was noted that John Wrangham and Dusty Kennedy will shortly be meeting with Alun Michael, PCC for South Wales.
11. Frances stated that, along with Chris Davies, she has met with a senior representative of the Independent Chair of the Local Safeguarding Children’s Board group.
12. Frances also stated that she, along with Angela Sarkis, would be meeting with Probation Chiefs the following week.

Item 5 – YJB Corporate Plan and Budget 2013/14

13. The Board was presented with the draft 2013-16 Corporate Plan and the 2013-14 Business Plan for its consideration and approval, having previously been agreed by the Executive Management Group at their meeting on 26 February 2013. The Board was also asked to approve the proposed annual budget for 2013-14.

14. The corporate priorities for 2013-14 are as follows:
- Reforming the secure estate for children and young people;
 - Driving improved cost effectiveness across the youth justice system;
 - Targeted work to reduce reoffending and improve outcomes in the youth justice system;
 - Promoting a youth justice system that successfully resettles young people into their communities.
15. The Board thanked Matthew Anderson and Richard Prentice for all their efforts, and on the production of an excellent document. Frances Done stated that any specific comments on the content should be emailed to Richard Prentice by the end of the week. On a more general note, it was agreed that the document ought to include more on “the difference” that the YJB makes to the system. In particular, reference ought to be made on our contribution to early intervention and prevention. On that issue, Frances Done stated the plan should include an action to consider what future role the YJB should be taking in the promotion of early intervention and prevention, taking account of the considerably changed landscape.
Action: Executive Management Group to consider what future role the YJB should be taking in the promotion of early intervention and prevention.
16. Bob Reitemeier stated that the “organisational objective” on page 2 ought to be threaded throughout the rest of the document. Bob also stated that a piece of work needed to be done on governance, including how exactly the Plan would be ‘owned’ by Committees and the Board. It was agreed that this should be taken forward with Committee Chairs, Frances Done and Lin Hinnigan once in post.
Action: The Governance of the Corporate Plan and role of Committees to be considered by Frances Done, Committee Chairs and Lin Hinnigan.
17. John Wrangham stated that the Plan could include something more adventurous about the YJB’s longer-term vision. Frances Done agreed that following the triennial review the Board will set aside time to consider a longer-term vision.
18. The Board agreed the budget as outlined in the paper. However, the Board was concerned to ensure that the long-term savings resulting from the decommissioning of Ashfield were credited to the YJB for more than just the current year. It was agreed that Frances Done would write to Ministers on this issue.
Action: Frances Done to write to Ministers as outlined above.
19. The Board noted the need to make additional savings out of operating costs. It was noted that this will be addressed in the immediate future by not filling vacant posts. Following the triennial review, and whatever conclusions it draws, there will be opportunity to think further about the future internal structure of the YJB. It was agreed that John Drew would circulate to Board members a list of the twelve vacant posts that are not to be filled.
Action: John Drew to circulate to Board members a list of the twelve posts that are to remain vacant for the time being in order to save on operating costs.
20. The Board noted that both Richard Prentice and Matthew Anderson are leaving the YJB at the end of March. The Board thanked them for all their work and efforts over the years.

Item 6 – Government Consultation on Youth Custody

21. The paper provided Board members with an update on the Government's Green Paper, "*Transforming Youth Custody: Putting Education at the Heart of Detention*". The Government's vision is to develop secure colleges, providing high quality education for young people in custody and improving reoffending outcomes while reducing costs and improving value for the taxpayer.
22. The Board agreed that the YJB should send a response to the consultation, which closes at the end of April.

Item 7 – YJB Assessment and Planning Interventions Framework (APIF) - AssetPlus

23. The Board noted the paper which provided an update on the latest position with the planned implementation of the new assessment and planning interventions framework, "AssetPlus", to youth offending teams and secure establishments across England and Wales.
24. The Board thanked Bhavi Teli and her team for all their hard work and staying power on this project, agreeing that it was very encouraging. It was agreed that a demonstration of the new framework at a future meeting would be beneficial.

Item 8 – AOB and date of next meeting

26. The Board noted that, after thirty-one previous meetings, this meeting was the last one to be attended by outgoing Chief Executive John Drew. The Board expressed its extreme gratitude for all John has done over the previous four years, both for the YJB and the wider youth-justice system.
27. There was no other business. The next meeting is on Wednesday 24 April 2013.

David Wells
YJB Corporate Governance
21 March 2013