

January

February

March

April

May

June

July

August

September

October

November

December



Annual Report and Accounts of the
Parole Board for England and Wales
2002-2003



INVESTOR IN PEOPLE



Statement of Purpose

The Parole Board for England and Wales exists to make risk assessments to inform decisions on the release and recall of prisoners with the ultimate aim of protecting the public.



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Annual Report and Accounts

of the **Parole Board for England and Wales 2002-2003**

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to the Criminal Justice Act 1991.

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The Rt Hon David Blunkett MP
Home Secretary
Home Office
50 Queen Anne's Gate
London SW1P 9AT

20 October 2003

Dear Home Secretary

I have pleasure in presenting the Board's Annual Report and Accounts covering the period 1 April 2002 to 31 March 2003.

The report focuses on the increasing workload that the Board has had to deal with over the past three years and in particular the rise in oral hearings. The report also provides information about a range of developments and initiatives undertaken by the Board during the year.

I am pleased to say that the Board's Accounts have received an unqualified certification from the Comptroller and Auditor General.

As you know, this is my last report before I retire next April. It has been an honour to serve as Chairman of the Board and I would like to place on record my thanks to you and your colleagues in the Home Office and Prison Service for the support I have received during my time at the Board.

Yours sincerely

David Hatch CBE, JP
Chairman

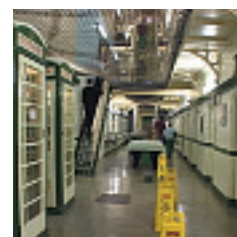
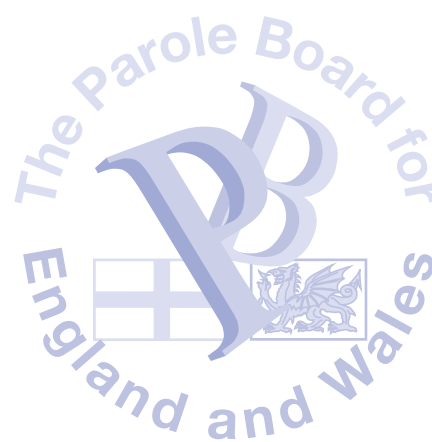


INVESTOR IN PEOPLE

Protecting the public and reintegrating prisoners into the community through a just, open and efficient process

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Achieving more ...

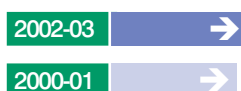
Workload increased by **66%**



Funding levels increased by **33%**



Staff levels increased by **5%**



Chairman's Foreword

This is my third and final report as Chairman of the Board so I have taken the opportunity to reflect on the past three years. The following table charts the huge increase in the number of cases dealt with by the Board since I became Chairman in November 2000.

	2000/01	2001/02	2002/03	
Recalls	2,457	4,885	7,246	+ 194.9%
Oral Hearings	272	466	495	+ 81.9%
Mandatory Lifer Prisoners	531	513	915	+ 72.3%
Determinate Sentence Prisoners	5,576	5,514	6,012	+ 7.8%
Total Caseload	8,836	11,378	14,668	+ 66.0%

A 66% hike in caseload over three years is monumental. To deliver 14,668 decisions with just three more part-time members and two more members of staff is remarkable. It is a tribute to them all that despite the insistent ratcheting up, not only did they not buckle, but they maintained a very high level of performance. I take my hat off to them.

Last November the then Prisons Minister, Hilary Benn, wrote to me as follows – “The Board has an important role to play in protecting the public and the excellent results of last year are a testimony to your members’ commitment and professionalism”. I welcomed that applause for the Board as it recognised that over the last three years we have been constructing a series of fire-walls to minimise the chances of error in our decision making. I stress minimise because making risk assessments about the future behaviour of criminals is not an exact science. First, our appointments system has been radically overhauled. We must choose correctly the best applicants. For the year underway we had 1,150 written applicants for just twenty six places. That was double the number of applicants for the previous year and ten times more than in 2001.

Secondly, having chosen rigorously, we must train vigorously. Training has increased by 30% in volume and by more than that in the quality and experience that Mollie Weatheritt and her team bring to it. Thirdly, we needed to ensure that members did not forget what they had learned, so an appraisal system for everyone, including judges, was introduced, developed by the members themselves. Lastly, a review process overseen by our Vice Chairman, Mr Justice Gage, will see what lessons we can learn when things go wrong.

The pair of statistics that must be taken together are the rate of release and the rate of re-offending. This year the latter figure was high at 5.8%, whilst last year it was at its lowest at 3%. The average for the three years is 4.2%. Our release figures have been steadily increasing since 1998, from an average of 39.6% between 1997/2000 to 50% during 2000/2003. So over 10% more released per year but a fairly steady re-offending rate at around 4%. That is risk assessment of a high order. That said, this year’s higher figure for re-offending needs examining and unpacking. Some police services have recently devised a system for close monitoring of released prisoners which if combined with increasing zero tolerance from police and probation will inevitably

“The Board has an important role to play in protecting the public and the excellent results of last year are a testimony to your members’ commitment and professionalism”

Hilary Benn, former Prisons Minister

have a pronounced effect. The increase therefore may well be an indication of the success of licence enforcement by the Probation Service. That's a success for them and I congratulate them but also for us too I think, if with even more rigorous enforcement the re-offending figure still remains under 6%. We need some research into these statistics, because it could perhaps be that the Board is being less cautious than it ought to be. But what is an acceptable re-offending rate? We aim for 4%, but in many states in America for example, they are unfazed by 25%! It is worth pointing out that this last year alongside the 5.8% for re-offending whilst on parole licence, the re-offending rate for prisoners not paroled was 25.5%.

With the increase in our case load (66%) there had to be an increase in our funding to handle it, refusing the work is not an option. Funding rose by less than we sought from £2,800,000 to £3,730,000 (33%) – just half. Like others we are underfunded. But unlike others the Board is not a cost to the State. Our release rate delivers very considerable savings to the Exchequer because with the cost of each prisoner incarcerated for a year now running at £36,000, our release rate of an extra 10% saves many many millions of pounds. The rate of return on capital employed is terrific value for money. That being so our requests for funds to improve and modernise our service, for instance video conferencing, should go through on the nod. This is an area where considerable savings can and should be made. Instead of three members travelling up and down the land to see each and every prisoner for an oral hearing – there were 495 such hearings this year – in some cases everyone should remain in situ and technology should take the strain. Currently each oral hearing costs the Board £1,845.

Let me be clear, there is no target for the rate of release nor for the saving of money. I should also add that although the Chairman is appointed by the Home Secretary and the Board is funded through the Commissioner for Correctional Services and lives in a Prison Service building, we are absolutely independent. It may not read that way but it is so. This is very precious to us and we guard it ferociously. We make our decisions on the evidence, there is no discreet nudging or overt winking whatsoever. It is of course imperative that there is no interference, but it needs underlining, again, that it is so. It would be more demonstrably so - and perception is important - if we were separately housed and took more control of our own pay and rations. Further down the line that must happen.

To drive all this extra work through the system without losing our standards relied very heavily on

the industry, skill and adaptability of our small staff of thirty eight led energetically and with vision by our Chief Executive Chris Glenn. Almost all the hundred and eighteen recommendations of a review in February 2000 have now been implemented. A complete restructuring has been undertaken to fit the Secretariat for the tasks ahead. As a result our temporary staff have gone down from 22% to 10%. The Board's Corporate Governance Framework has also been updated and audited by the Prison Service. Through the twice yearly regional meetings and ad hoc committees created for specific tasks, the Board has taken ownership and pride in the creation of policy. The panel work has always been a team enterprise, members, and judges in particular, enjoy sharing the decision making responsibility. We have extended the democratic principle into everything we do. The members are now not just on the Board, they are the Board. (For more details about members and their backgrounds see pp 20-21 and pp 63-68.)

The most significant initiative to be introduced this year is the new process for considering oral hearings. For the past three years we have known that oral hearings were on the increase. The judgement in May 2002 from the ECHR in Strasbourg in the case of *Stafford* means that many mandatory lifers will get oral hearings and accelerated the need to introduce measures to cope with the added workload. As a result a working group of seven members under the stewardship of Judge Leon Viljoen devised a process for considering cases initially on the papers by a single

Release figures over the last three years increased by 10% while the re-offending rate on licence remained on average at 4.2%.



The Chairman, **David Hatch** (right), greets **Lord Falconer**, Secretary of State for Constitutional Affairs and Lord Chancellor, arriving to deliver the Annual Lecture.

There is no political pressure on the Board over its decisions. There is no pressure on the rate of release.

member with the aim of avoiding the need for an oral hearing if the prisoner accepted the initial decision. The process has already started to pay dividends. In a single month (July 2003) recommendations by a single member that were accepted either by the prisoner or the Secretary of State, led to savings of £19,500. This is because no oral hearing was necessary in each case. If this were typical for any given month, then the total savings over a 12 month period would be £234,000.

Another area of important progress has been made in public relations. Jo Dobry, has done sterling work by producing a video and distributing it widely, and ensuring our website is informative and constantly updated. (For more details of PR initiatives see pages 12 and 13). The media spotlight inevitably concentrates on select cases like Tony Martin and Jeffrey Archer. That is to be expected and though inhibited by the need to observe the Data Protection Act, to protect victims, and to avoid becoming embroiled in individual cases, the Board has found ways to make general points to help the public understand our role. Next year, hopefully, a short series on Radio 4 will help even more. With 14,668 decisions last year, each involving an individual's retention or release, the Board cannot argue each case in public. It does however give full reasons for its decisions to the prisoner and they are entitled to take the Board to judicial review.

Mr Martin did that in the High Court and Mr Justice Maurice Kay in refusing to grant a quashing order, amongst much else said – "where a man continues to claim the right to do that which the law proscribes as the gravest of crimes, a decision-maker charged with the task of assessing future risk cannot be criticised for attaching very substantial significance to the fact. It cannot be said that here the Parole Board relied solely on Mr Martin's lack of remorse. It also attached significance, permissibly, in my view, to the 1994 incident and other matters. I find no legal error in the very substantial weight which the Board accorded to Mr Martin's attitude in relation to his lack of remorse, his continuing contention that

the shootings were justified or his refusal to undertake post-release offence-focussed work. On the material before it, the Board was entitled to conclude as it did on these issues". In the period of this Annual Report, the Board dealt with 59 applications for judicial review. This compares with 52 the previous year and 71 the year before that. That might suggest the trend is downwards until you look at the number of applications from 1997-98 which was 18. Like many other organisations, the Board must face the fact that legal challenges are with us to stay and more than likely will continue to increase. (For more details about legal issues and judicial review cases see pages 14 and 15.)

The members are not on the Board, they are the Board.

The Criminal Justice System needs to be better understood and its constituent parts more joined up and less insular. The Board has therefore been reaching out to its partners by inviting senior visitors to observe panels at work to understand better who we are, what we do, and how. During the year we have played host to a distinguished collection of guests – among them, John Gieve, Permanent Under Secretary of State, Home Office; Martin Narey, then Director General of the Prison Service; Lord Falconer, Secretary of State for Constitutional Affairs; Cherie Booth, QC; The Lord Chief Justice, Lord Woolf; Sir David Calvert-Smith, Director of Public Prosecutions; Anne Owers, HM Inspector of Prisons; Mathias Kelly, Chairman to the Bar; Hilary Benn MP and Paul Goggins, MP, Ministers for Correctional Services and Reducing re-offending; Sir Hayden Phillips, Permanent Secretary, Department for Constitutional Affairs; Sir Anthony Burden, Chief Constable, South Wales Police (see page 12).

We have also reached out to our partners at local level in the prisons themselves. Through our liaison member scheme members who visit prisons are now encouraged to give presentations to prison staff and prisoners with the aim of improving knowledge and understanding about the Board's role in parole and lifer processes. We have given around forty this year. This has also extended to presentations given to local groups outside the prison such as victim

The caseload over three years increased by 66% - the funding by only half that.

support. Victim Impact Statements are still sadly a rarity in the dossier, for a variety of reasons, but it is very important that victims feel their views and their voices are known and heard in the parole process. For us, the victim is at the heart of the parole decision. (For more details about victims and parole see pages 18 and 19.)

Research plays an important part in how we approach our work. In 2001 the Public Accounts Committee asked whether the parole system operated fairly between different ethnic groups. A recent study by the Home Office Research, Development Statistics Directorate concluded that there is no statistically significant difference in the release rates of different ethnic groups. Our own research has also dispelled the myth that prisoners who deny their crime are not granted parole. The research showed that 34% of those prisoners who denied their offence were granted parole. (For more details on maintaining innocence and parole see page 17.)

The victim is at the heart of the parole decision.

The announcement in February 2003 that sponsorship of the Board would pass from the Prison Service to the Home Office was unexpected. Whilst welcoming the extra yard of distancing from the Prison Service to underline our independence, during my three years with the Board I have always found that our working relationship with the Prison Service has produced excellent results. We will not lose that close partnership as we cross the floor, metaphorically for the moment, to Queen Anne's Gate.

The Board has made solid progress in the past three years in very difficult circumstances. However, it is not easy to predict what the future will bring and there are still some key issues outstanding. The Board's role in interviewing prisoners has been under review. We see this as an essential part of the parole process. The interview report is a crucial document. Our argument is that the prisoner should have an opportunity to put his case on what is said about him in the dossier to an independent listener. Furthermore, from the Board's point of view, the report on that interview, which highlights the risk issues for the subsequent panel also ensures that important missing papers are tracked down and

included. Missing papers means deferral, and deferral means extra administrative costs and fees for the Board and even more expensively, prisoners remaining in gaol means yet more money – £3,000 a month. It will hinder decision making if the interview information is removed and it will cause more deferrals and incur more expense. The Board is strongly of the view that this cost saving exercise is misguided and plain wrong. Our view as the users of the information and net contributors to the Exchequer deserves to prevail.

The new Criminal Justice Bill will bring massive changes to the Board's workload. It could mean that we move from overload to halving the Board's business if a raft of Determinate Sentence Prisoners are removed from our remit, but at this stage it is not clear when, or if, this will take effect. We will be the body that deals with the dangerous offender – and we welcome that role and the confidence of government in giving it to us. Our funding and sponsorship arrangements also need to be resolved. I am confident, however, that the strategies that are now in place will go a long way towards meeting the challenges that lie ahead. The Board is light on its feet and culturally responsive to change.

I thank my predecessor Baroness Prashar for bequeathing to me such a robust and effective service and I thank all my colleagues on the Board, in the Secretariat, past and present, in the Probation and Prison Services and the Home Office who have helped, supported and advised me. I have learned a very great deal, most particularly that the nation is fortunate to have such exceptionally wise and caring people devoted to the cause of justice in the Criminal Justice System generally, and the Parole Board in particular.



David Hatch CBE, JP,
Chairman

Determinate Sentence cases - 2002/03

Caseload

- 6,012 applications considered
- 9% up on 2001/02 (5,514)

Parole awarded

- 53% of applicants were awarded parole compared to 51% in 2001/02 and 46% in 2000/01
- on average, there were 3,200 people under parole supervision in the community during 2002/03 compared with nearly 3,000 in 2001/02

Re-offending rates of parolees

- 5.8% of parolees were recalled to custody during 2002/03 as a result of committing a further offence while on licence. This compares with 3.0% in 2001/02

Recalls

- 7,246 prisoners recalled during 2002/03, 48% more than 2001/02 and 195% than 2000/01

Oral Hearing cases - 2002/03

- A record 495 cases considered, 6% more than in 2001/02 and 82% more than 2000/01

Performance - 2002/03

Determinate cases

- Parole Board target for notifying results met in 73% of cases compared with 96% in 2001/02
- overall target of notifying prisoners at least 2 weeks before their parole eligibility date met in 80% of cases compared with 88% in 2001/02 and 91% in 2000/01

Life sentence cases

- 75% of recommendations in mandatory lifer cases issued by the target date compared with 99% in 2001/02 and 68% in 1999/00

In his Foreword the Chairman highlighted the huge increase in workload during the year. Much of this was the result of two European Court of Human Rights judgements.

In May 2002 the case of **Stafford** resulted in mandatory lifer cases being fast tracked in order to be considered before the end of the year. The second judgement was **Ezeh** and **Connors** in July 2002 which led to 600 parole reviews being brought forward, all in the final months of the year. Inevitably these increases did impact on some of our performance targets. However, nearly 90% of prisoners who applied for parole still received a decision by their PED. I am grateful to members and staff within the Board and also staff in the Prison Service who have made a fantastic effort to meet these challenges. The achievements we report are theirs and reflect the "can-do culture" of the Board.

The increase in workload and particularly in oral hearings meant that we had to look fundamentally at the way we did things. We decided that the Secretariat needed to be reorganised. A great deal of progress was made during the year to implement the new structure and I am confident that it will provide a sound base that will enable the Board to cope with changing demands. I am also delighted that we have made progress on a number of our strategic aims. This includes publication of a Risk Management Strategy, a Race Discrimination Action Plan and a Publication Scheme under the Freedom of Information Act 2000. These are important initiatives that will contribute towards the Board's overall efficiency and effectiveness.

Some key statistics are opposite. Full details of the Board's performance against business plan targets are on pages 49-51.



Christine Glenn,
Chief Executive

Strategic Aim 1

To protect the public and successfully reintegrate prisoners into the community by making rigorous and comprehensive risk assessments to inform decisions on the release and recall of prisoners. To be timely, fair, open and consistent in all those decisions.

Strategic Aim 2

To deliver value for money by the economic use of available resources and efficient and effective processes and to ensure that internal control is maintained in all areas of operation.

Strategic Aim 3

To respond to changing demands in order to maintain and develop the quality, effectiveness and efficiency of the Board's risk assessments.

This year has seen a range of developments and initiatives, all aimed at helping the Board do the best possible job.

While projects range from the introduction of a new review process and a system for appraising judges to establishing links with MAPPs (Multi Agency Protection Panels) all involve looking critically at our work, both internally and externally and working with colleagues across the criminal justice system.

Training and Appraisal

During the year the Board has introduced a new appraisal system. This ensures that each member of the Board, whatever their discipline, is appraised by colleagues at regular intervals during their time with the Board. A team of more experienced members conduct the appraisals. These involve observing the “appraisee” at a decision making panel, reviewing their reasons and discussing the outcome in an interview afterwards. The aim has been to create a process which is open and constructive, where colleagues can continue to learn from each other.

For the first time, the appraisal system has been extended to the judicial members of the Board with judges being appraised by one of their judge peers.



Training of members continues to be a full-time job for independent member Mollie Weatheritt, who also set up the new appraisal system.

Mollie Weatheritt,
full-time member

While each year’s new recruits have a week’s intensive course before they start work, training for all members is a regular part of Board life whether it’s to do with developments in the law and procedures, ensuring consistency and high standards across the Board or preparing members to take on new responsibilities such as chairing panels. This year special training initiatives have included the introduction of a new sift system to deal with the dramatic increase in oral hearings and work shops on dealing with prisoners representations

against recall (another growth area of Board work). The Board also ran a series of training events to support the introduction of appraisals.

Parole Board staff are also involved in regular training and brainstorming sessions to help the Board adapt to the constant changes and development in the Board’s work.

MAPPs and Dangerous Offenders

One of the most difficult areas in dealing with dangerous offenders is the sharing of sensitive and confidential information. Working with colleagues across the criminal justice agencies, the Board has been involved in providing guidance for the MAPPs (Multi Agency Protection Panels) who supervise and deal with the release of the most dangerous offenders. The aim is to ensure that essential information relating to risk is passed to the Board in relevant cases without compromising essential concerns about confidentiality.



Discrimination Policy

Following consultation with all 127 Board Members, the Board consolidated its policy on actively avoiding discrimination at all levels: both in relation to staff and members and in its decision making on the release and recall of offenders. Recent research by the Home Office research department confirmed that the ethnic origin of offenders did not affect parole decisions.



Recall and Review

1. Recalls for Re-offending – the background

A key measure of success for the Board is to keep the number of people granted parole who re-offend at a low level. Over the past five years, the Board has been encouraged to see that, on the one hand, the percentage of prisoners granted parole increased while, on the other, the percentage recalled for another offence fell. Over the last three years, the re-offending figure remained below 4% while the release figure increased over 10 points to 51%. Last year, the re-offending figure at 3% was the lowest in the Board's history.

This year, the release figure rose again – to 53% – but for the first time since 1998/9, there was a rise in the re-offending rate, which rose to 5.8%. The Board is now investigating the reasons behind this increase, which, on its face, is not easy to explain. One factor is likely to be the overall increase in the number of prisoners on parole. This went from 3,000 in 2001/02 to 3,200 in 2002/03, a rise of nearly 7%.

There are some interesting figures from the United States of America that show that this problem is an international one. Since 1977, there has been a sevenfold increase in parole revocations. In 1980, there were 27,000 parole violators and these constituted 17% of all prison admissions. In 2000, there were 203,000 violators – 35% of prison admissions. As yet, there does not appear to be any significant research on the causes, although a new term of description has emerged – “back-end sentencing”.

There are of course other factors that play a part in the recall of prisoners. These involve the other criminal justice agencies. The police procedures and attitude to offending (including zero tolerance), probation practice and the interpretation of guidelines all have their part to play. National Probation Standards were revised in 2002 and this again may have contributed in the

growth in recall cases. The overall recall rate for parolees has gone up from 9.6% in 2000/01 to 13.1% in 2002/03, a matter of concern for all relevant agencies. This must be placed in context and it is of some comfort that the overall recall rate for DCR prisoners not granted parole and released automatically at the two-thirds point in their sentence is over 50% higher. This would indicate that the Board continues to make sound decisions in the vast majority of cases.

We need to ensure that we are doing all within our powers to get it right – complacency is not an option. Our overall focus and core responsibility remains the protection of the public and honing and improving the quality of our risk assessments is central here.

Year	Number on parole	% released during year	Recalled for further offence	% for further offence	Overall number recalled	Overall %
1997/98	2,300	38%	79	3.4	190	8.2%
1998/99	2,100	39%	94	4.0	233	11.1%
1999/00	2,500	41%	93	3.8	250	10.1%
2000/01	2,800	46%	106	3.8	267	9.6%
2001/02	3,000	51%	90	3.0	329	10.9%
2002/03	3,200	53.0%	188	5.8	420	13.1%

A number of factors, involving different agencies, may have contributed to the increase in prisoners recalled for re-offending. The Parole Board will be pressing for a study to be conducted to ascertain what if any action needs to be taken. The setting up of the new Correctional Services Commission is timely and should allow a vehicle for improved communication and working together so that opportunities for public protection are maintained and further enhanced.

2. The new review process

Under the stewardship of the Hon. Mr. Justice Gage, our Vice-Chairman, a new review process is being set up. The process will examine cases of recall for violent and sexual re-offending, and all lifer recalls for serious re-offending, to see what lessons can be learned. The outcome will be published each year in our Annual Report.

The Parole Board is committed to being as open and accessible as possible. Our PR strategy is to reach out both internally to the criminal justice agencies with whom we work and externally to the press and the public.

The more we can help colleagues in prison, probation and medical services to understand what we need from them in reports on offenders, the better our job of risk assessment will be. We also believe that the more the public get to know about how we work, the more confident they will become.

Talking to People

As part of the Board's Liaison Scheme, Board members have been giving separate presentations to report writers and prisoners all over the country. Outside prison, presentations to specific audiences include a London Victim Liaison Team, the North of England Victims Association and a number of Probation Area Teams in different parts of the country.

The Board has continued to contribute to training and information sessions run by colleagues in the prison service centrally. This is another way of reaching out to parole clerks, governors, probation and those dealing with lifers.

At a national level members of the Board regularly participate in criminal justice conferences such as NACRO's conference on Dealing with Dangerous Offenders, where Chairman David Hatch gave a keynote speech.

People Talking to Us

In April 2002, the Board introduced an annual lecture for members and guests. The then Prisons Minister Beverly Hughes MP spoke about the changing role of the Board. This year the lecture was given by Lord Falconer, now Secretary of State for Constitutional Affairs who focussed on victims issues. The Board was also pleased to welcome the Lord Chief Justice Lord Woolf and Hilary Benn MP as guest speakers at its Annual Conference in November 2002.

VIP Visitors

The Board has always welcomed visitors, and colleagues from the probation and prison service regularly observe decision-making panels at the Board's headquarters in London. This year we have started inviting guests from further afield to watch us at work.

These are some of the comments made in our Visitors' Book:-

"I was impressed by the care taken and the difficulty of the decisions." – Lord Falconer, Secretary of State, Department for Constitutional Affairs.

"I was delighted to see how it all happens." – Lord Woolf, Lord Chief Justice.

"This was an impressive and comprehensive process. The public are very well served by the Parole Board." – Martin Narey, Commissioner for the Correctional Services.

"I was impressed by the thoroughness and rigour of the process." – John Gieve, Permanent Under Secretary of State, Home Office.

"The decisions were discussed and taken in a balanced and consensual way. I was most impressed." – Sir David Calvert-Smith, Director of Public Prosecutions.

"I was impressed with the efficiency and thoroughness of the Panel's work." – Matthias Kelly, Chairman of the Bar Council.

"A very interesting visit to see the Parole Board in action. I was very impressed." – Paul Goggins MP, Parliamentary Under Secretary of State for Community and Custodial Provision, Home Office.

"I was very impressed with the conscientious way decisions are reached and the skill being brought to bear in reaching very difficult judgments." – Rob Allen, Youth Justice Board and Director of "Rethinking Crime and Punishment."

"It is 30 years since I had close contact with the Parole Board – the close attention to detail and quality of decision is as high as I recall it." – Sir Hayden Phillips, Permanent Under Secretary of State, Department for Constitutional Affairs

"I was reassured by the process I was fortunate enough to witness. The Police Service in general would benefit from a greater understanding of the work of the Parole Board." – Sir Anthony Burden, Chief Constable, South Wales.

"Very Instructive." – Oliver Letwin MP, Shadow Home Secretary.

"The importance of the independence of the Board was rightly highlighted and the public are well served." – The Venerable William Noblett, Chaplain General and Archdeacon to HM Prisons.

"I was impressed particularly by the quality of the reports from Independent members who had visited the subject." – Peter Neyroud, Chief Constable, Thames Valley.

"Things go through your mind... you think of what it would be like back at home with the wife and kids... will this or that, a nicking, make a difference. At the end of the day, you've just got to be yourself and hope for the best."

A prisoner talks about waiting for parole - in an excerpt from the Parole Board video.



"The Parole Board" – the video

During the autumn of 2002, a video was made which shows the Board at work. The half-hour film follows a prisoner through the parole process, shows a decision making panel of the Board at work dealing with cases on paper as well as participants in an oral hearing, including a lifer prisoner and his barrister as well as the Judge, Psychiatrist and Independent Member who are deciding the case.

The video is available to the public and widely used in training and presentations. Excerpts can also be seen on the Board's website.

www.paroleboard.gov.uk

The Board's Website was completely updated and relaunched in April 2002. The latest figures for this year show that over 8,000 pages are accessed every month.

The web provides not only basic information about the Board including the Annual Report, but also specialised information sites linked to its news pages on subjects such as offenders who maintain their innocence.

The Parole Board Liaison Scheme

Over the last year we have recruited and trained 40 of our more experienced members to act as liaison between ourselves and individual prisons. By September 2002 each Parole Board Liaison Member was linked with two or three prisons in their local area and began setting up meetings with key personnel in their prisons. The aim of the scheme is not only to oil the wheels of our routine contact with prisons – compiling reports, setting up interviews and oral hearings – but equally importantly to help both report writers and prisoners to understand how the system works and how they fit into it. It is also valuable to us to learn more about the dynamics of individual prisons: the problems they are contending with or the developments they may be pioneering.

Parole – a more global view

Chris Glenn, our Chief Executive and Jeremy Connor, one of our judges attended the Association of Parolling Authorities International Conference in St Louis in April. Reassuringly, the issues across the world were very similar – the tight budget, public perception of crime, the importance of selecting and training high calibre members, what works to assist offenders in the transition back into society, the tools and problems of risk assessment and overwhelmingly the collegiate ethos of parolling authorities. Of course there were some differences. These included, the size of boards, the method of selection of their members, and the varying input of Parole Boards into constitutional rights in other parts of the world.

Victims in many American states have a greater input into the parole process, as do the media. This does not necessarily assist the victim in coming to terms with what has happened. The re-offending rates whilst on licence varied considerably from the relatively low levels in England and Wales (up this year to nearly 6%) to 25% in some states. The move away from the discretionary sentence in the USA is now resulting in two thirds of new entrants to prison being for a parole violation as against a third for a new offence. Eight out of ten prisoners there are released with no supervision at all and there has been a seven-fold increase in parole revocations since 1977.

As we move towards the implementation of the Criminal Justice Bill, it will be important to learn from experience elsewhere. The Parole Board has been invited to represent Europe in the future on an international standing committee on parole issues. We should, therefore, be in a good position to benefit from what works elsewhere.

This year, more than ever before, the Board has been contending with recent or anticipated future changes in the law.

As lawyers continue to test the impact of human rights on our procedures and with a new Criminal Justice Bill making its way towards Royal Assent at the end of 2003, our caseload has consistently been pushing at the seams, with more pressure surely to come.

Stafford - European Court of Human Rights May 2002

Existing domestic law enables the Home Secretary to decide whether a mandatory lifer (an adult convicted of murder and sentenced to life imprisonment) can be released following a recommendation by the Board. The Court found that the UK law breached article 5 of the Convention, namely the right to have the lawfulness of detention decided by a court. In the future the power to direct release will be invested in the Parole Board by the forthcoming Criminal Justice Act.

It is important to stress that *Stafford* did **not** say that all mandatory lifers are entitled to an oral hearing, only that they should not be detained in prison after their tariff has expired without the possibility of an oral hearing. Our dilemma was how to devise a process that would meet the *Stafford* judgement and prove workable within the framework of limited resources. We believe we have solved it by introducing a “sift system”.

The Home Secretary announced measures in January 2003 that involve the Board delivering a preliminary view on the prisoner’s suitability for release based on the papers that he/she can either accept or instead opt for a fresh consideration at an oral hearing. The process has proved sufficiently promising that plans are afoot to extend it to all lifer reviews via changes in the Parole Board Rules.

Judicial reviews

If you are a prisoner who has high hopes for early release only for those hopes to be dashed by a decision of the Board, you may well want to get a second opinion. The law doesn’t, however, provide a formal right of appeal in the way it does for decisions of the criminal courts.

The only legal remedy against a decision of the Board is to apply to the High Court for a judicial review; that means asking the court to consider the decision to see if it complies with legal principles, human rights, rules of fair play and reasonableness.

The Board received 59 applications for judicial review during the year, higher than last year but some way short of the 71 in 2000-01. (The column for cases decided does not include cases subject to applications for appeal pending as of 31 March 2003.)

Applications	Decided	Refused/withdrawn Withdrawn/lapsed	Conceded/ quashed
59	52	50	2

As the table shows, the vast majority of applications have been withdrawn or refused. Interestingly, while the “important” or significant cases for the Board have all been to do with challenges relating to procedure, mainly seeking to extend the possibility or right to an oral hearing to an increasingly wide category of prisoner, the case which captured the public’s attention was that of Norfolk farmer Tony Martin, where the court upheld the Board’s decision to refuse parole.

Giles - House of Lords - July 2003

This prisoner received a sentence under section 2 (2) of the Criminal Justice Act that allowed the judge to impose a sentence longer than commensurate with the circumstances of the offence.



Life after *Stafford*

The decision of the European Court of Human Rights in May 2002 has caused a dramatic increase in the number of oral hearings held by the Board in lifer cases. We have risen to the challenge, recruited extra staff and members and introduced a “sift” system which enables us to streamline the process.



The House of Lords upheld the Board’s argument that prisoners serving similar “extended sentences” did not have to have decisions on release taken at an oral hearing. (The Board has the discretion to convene an oral hearing in any case where it considers it essential.)

West - Court of Appeal - November 2000

This was a similar challenge under the Human Rights Act 1998. Mr West argued that Board decisions on whether to uphold the recall to custody of determinate sentence prisoners who make representations against the revocation of their licences, involve a determination of criminal charges within the meaning of article 6, and are therefore entitled to an oral hearing. Again the Court of Appeal found in favour of the Board, but raised a question which was answered in the following case.

Smith - Court of Appeal - July 2003

This determinate sentence prisoner’s representations against the revocation of his licence were rejected by the Board. He attempted to extend the arguments put forward by West to include articles 5 (4) and 6, the latter in respect of his civil rights. However the Court of Appeal has since, in July 2003, very firmly rejected this argument.

West and *Smith* may appeal to the House of Lords but for now these extremely welcome judgements have established that the Board does not need to have oral hearings to consider all prisoners’ representations against recall. The Board will continue, however, to hold oral hearings where we consider it desirable in the circumstances of the case.

Noorkoiv - Court of Appeal - May 2002

This is to do with whether lifers are entitled to a Parole Board Review on, before or shortly after the expiry of their tariff, the punishment part of their sentence. The Court of Appeal held the review should take place before the tariff expired, to comply

with the right to a “speedy hearing”. This applies now to all lifers, mandatory, discretionary, automatic and those held at Her Majesty’s Pleasure (juveniles).

Sim - High Court - June 2003

This welcome judicial review has helped clarify some of the unknowns relating to extended sentence prisoners whose recall to prison from licence is being considered. Four main principles came out of the judgement: article 5 applies (the Board holds oral hearings already and has a statutory power to direct release); the test for release is whether there is a risk of sexual or violent offending, not necessarily of serious offending; or that the licence has broken down to the point where supervision has been rendered impossible; hearsay evidence is admissible within the realms of fairness; and the Board must direct release following recall unless it is positively satisfied that there remains a risk.

The case is due to be heard by the Court of Appeal in October 2003.

Martin - High Court - April 2003

Although this was a straight forward challenge to the Board’s decision, one limb of the judgement has implications for the procedures for reviewing applications for the release of long term determinate prisoners. The Board’s decision to refuse parole was upheld. The procedural point identified was that when the Board initially took its decision it should have considered medical reports prepared for the Court of Appeal when Mr Martin’s sentence was reduced from murder to manslaughter on the grounds of diminished responsibility. These reports, and the subsequent Court of Appeal judgement, had the effect of pre-sentence reports, documents that are compulsory in a parole dossier. The prison should have provided them, or the Board should have called for them. However, the Board was able to demonstrate to the High Court that the reports had been considered subsequently by the members who dealt with Mr Martin’s case and that they did not change their decision.

The Board faces many challenges, both new and old, in the coming year.

As always, we have to adapt and respond to pressures and demands on the other criminal justice agencies with whom we work, as well as changes in the law while maintaining standards against an ever increasing workload.

Interviews under threat

In the last 10 years Parole Board members have interviewed over 100,000 prisoners. The interviewing member's report has been an integral part of the dossier of information about parole applicants, since the Board was asked to take on this role in 1992.

The interviews however, are not mandatory. And the interviewing Board member does not sit on the panel which takes the decision. Some research has questioned whether the reports are necessary, whether they change decisions, and whether an average £750,000 a year to make them happen could not be saved. A review was set up by previous Prisons Minister, Beverly Hughes to consider this proposal.

The Board strongly opposes the move to end interviews. They have proved a valuable two-way learning and communication tool between members and prisoners. Our experience over 10 years is that members' interview reports on prisoners constantly inform panel decisions and often provide up-to-date information not available elsewhere. Plans to cut down on probation reports in parole dossiers would make the members' report even more important.

Without it, we also fear that more cases would not be complete, meaning that the Board would have no choice other than to defer the parole decision, meaning more prison time for people who could safely be released.



Member Tia Cockrell interviews a prisoner as shown on the Parole Board video

Working with the Probation Service

It is inherent in the way we work that our risk assessment relies heavily on that of others. Current pressures on the Probation Service are already affecting the ability of probation officers in the field to prepare their parole assessment reports. These reports are crucial since they deal with a prisoner's plans for release, where they are going to live, work and whether supervision in the community is a viable proposition. In a number of probation areas, officers do not have resources to visit proposed release addresses, let alone spend time with the offender whom they will be supervising.

There is talk of removing the requirement for this report altogether which the Board feels makes the case for keeping the Parole Board members interview report even stronger.

The Board is working closely with colleagues in the National Probation Directorate to develop common guidelines and formats for probation reports which would be manageable for the service, while providing crucial information to the Board. We consider this vital for our role in public protection.

Criminal Justice Bill

The new legislation will have a considerable impact on the Board. The main provisions which affect us concern the introduction of a category of "dangerous" offender who would be subject to Parole Board review irrespective of length of sentence. We welcome the opportunity to continue to focus our expertise on the risk assessment of some of the most dangerous people in society. We anticipate that this will add to the gradual shift to our becoming more of a tribunal, since the more dangerous offenders tend to be those where an oral hearing may be necessary.

Some of the challenges are all too familiar - the battle to prove that “deniers” can and do get parole continues.



Maintaining Innocence and Parole

There is a myth that unless a prisoner admits and expresses remorse for the crime that they have been sentenced for, they will not get parole. This is not true. It is important to get the facts right, not least for those in prison who do maintain their innocence and who may be misled.

First, it is unlawful for the Board to refuse parole solely on the grounds of denial of guilt or anything that flows from that (such as not being able to take part in offending behaviour programmes which focus on the crime committed).

Second, it is important to understand that the Board is not entitled to “go behind” the conviction. That means we cannot overrule the decision of a judge or jury. That is the job of the appeal courts and the Criminal Cases Review Commission. Our job is simply to assess future risk, and the bottom line is always the safety of the public.

The Board continues to monitor the effect of denial on parole decisions and has done so since the beginning of 2001. The most recent figures for 2003 show that in 34% of cases where prisoners maintained their innocence, parole was granted. This compares with 53% of all applications granted. This is consistent with the Board’s experience over the last three years.

Deniers considered for Parole Jan to June 2003

Type of offence	Awarded	Refused	Total	% deniers awarded	% all prisoners awarded
Sexual	48	150	198	24%	29%
Violence	18	20	38	47%	51%
Property	6	8	14	43%	41%
Drugs	21	7	28	75%	76%
Other	9	12	21	43%	49%

While our surveys prove that deniers can and do get parole, they also recognise that denial can make the Board’s job of risk assessment more difficult. This is because there may simply be less information to go on, if the prisoner has not been able to undertake any relevant offending behaviour work. Reports from such courses provide valuable insight into how the individual behaves and may have changed.

In this context it is interesting to note the results of a separate survey of nearly 150 life-sentence for murder cases where the Board recommended release. Of these, 15 had maintained their innocence in whole or in part throughout their sentence. While the circumstances of the murders, and the background of the prisoners varied enormously – from hardened criminals, to those of previous good character – there were two key factors which led to release on life licence. In the majority of cases the individuals had spent a considerable period in “open conditions”, where their response to life in the community could be closely monitored. The majority had also undertaken a variety of offending behaviour work such as anger management, assertiveness, thinking skills, all of which helped the Board to assess any future risk to the public, irrespective of a denial of guilt or lack of remorse for the offence which led to the conviction.

Overall, the Board is painfully conscious of the psychological pressure often experienced by those who maintain their innocence in prison. It respects their position and would not wish anyone to pretend guilt simply to get parole. Equally, it is important for those people to respect and understand the Board’s position, focusing always on the risk to the public in the future balanced against the needs, expectations and rights of the individual in prison.

The experience of victims is necessarily at the centre of every case considered by the Board – whether it's people whose houses have been ransacked, the families of people brutally killed, children who've been sexually abused or the anonymous victims of drug dealing. The Board always takes account of victims' views in imposing conditions on release licences which will protect them and avoid contact. However where victims feel that the offender should remain in prison, which is understandable, the Board cannot be swayed by this. Our job is to assess the risk for the future – not to punish further for what has happened in the past.

Liaison with Victims



Sam Evans is Head of Policy on Victims and Vulnerable Groups at the National Probation Directorate. Here, she explains how the new service for liaison with victims works.

Under the Victim's Charter 1996 and the provisions of the

Criminal Justice and Court Services Act 2000, all victims of a sexual or violent offence (for which a sentence of 12 months or more is given), or families in life sentence cases, should be contacted by their local probation board within eight weeks of the offender being sentenced. These provisions came into effect in April 2001 but victims of offenders sentenced before that date can also benefit from the service.

The purpose of this initial contact is two-fold. In the first instance it is to provide the victim or their family with information and advice about the criminal justice process and the service provided by the National Probation Service and to offer them the opportunity to make representations about an offender's eventual conditions of release. If victims agree, arrangements will be made for them to be kept informed and consulted at key stages of an offender's sentence (for example if an offender is being considered for temporary release) and for them to be consulted about, and notified of, the arrangements for the offender's eventual release into the community.

Victims are consulted prior to the offenders release so that they can make representations about any conditions which they think should be applied to the

offender whilst he (or she) remains on licence. These conditions may forbid contact with the victim, members of their family or other named individuals, or may prevent the offender entering a specified geographical area. Whilst the probation service have a duty to ensure that requests for additional licence conditions are submitted to those responsible for making decisions – for example, the Parole Board – they do not have any powers to ensure that the Parole Board acts on the requests. This is because the Parole Board is an independent body and neither the Probation Service nor the Home Office can intervene in or alter their decisions.

The information which may be given to victims about release arrangements is governed by law. Victims will routinely be informed of the general locality and the month of the offender's release and will also be told about any conditions relating to contact with them or their family. Where possible, victims are also given general information at other key stages of the offender's sentence, for example when an offender is granted temporary resettlement release. However, probation areas are prevented by law from giving victims detailed information about the offender, such as precise release dates and release locations.

“The Parole Board is an independent body and neither the Probation Service nor the Home Office can intervene in or alter their decisions.”

Ron and Christine's son was killed 10 years ago. They both now contribute regularly to the "Sycamore Tree Project" where victims and their families talk to groups of offenders in prison.

"We do the work in the hope that it will help others. Offenders often say that it has helped them and that they will go straight when they come out. For us, it helps that they understand what it's like to be a victim."

They also run the South West Branch of SAMM (Support After Murder and Manslaughter) and Ron is one of the local co-ordinators for Victim Support.



Working with Victims

Jacky Smith is Senior Probation Manager for Victims in South Yorkshire and leads a small team of four VLOs (Victim Liaison Officers) and two support staff for the whole area. She is closely involved in a victim offender mediation scheme (Remedi) which operates throughout the county.

One of the real challenges for us is that victims so often feel let down and left out of the criminal justice process. 'Why doesn't ten years mean ten years?', is a common question. They see that offenders get help and they don't.

One of the things we can do is to ensure that they have the help and support they need by referring them to Victim Support, or specialist projects such as rape crisis or domestic violence. Our role is not to be counsellors, but invariably you need some counselling skills to work with people who are and will continue to be very distressed.

We always follow up on information we have given, and put it in writing, because when people are upset they don't take in all that you've said or they remember selectively.

The release of an offender, on parole or life licence, shouldn't come as a surprise, because from the beginning we are preparing the victims (or their families) and giving them a timescale for when things are likely to happen. It's all about keeping victims informed and explaining the whole process of imprisonment and release. We make very sure that we don't raise their expectations.

What do victims think about the Parole Board? Well, they think you, like everyone else in the criminal justice system, make decisions for the benefit of the offender, so we need to explain the process and the Board's role in ensuring safety and assessing risk. Victims need clear information about their rights so that hopefully they realise that their views are taken seriously.

There shouldn't be a problem about confidentiality. We always ask victims to read and agree the Victims Report which goes to the Parole Board and if we don't get confirmation that the report will not be disclosed to the offender, victims know we will withdraw that report.

There are some cases where people are able to come to terms with the offence and get on with their lives. The hardest cases are when people are still grieving – and that can go on for years. A lot of victims ask, 'Why me?'. Sometimes it's appropriate to use our links with Remedi (a Victim Offender Mediation Scheme). Work is done separately with the victim and the offender. Offenders begin to hear the story from the other side. Sometimes they actually meet which can help the victim to move on and the offender to face the consequences of their behaviour.

The thing that would help us most as victim liaison officers is to be kept informed. When things happen quickly with parole, or lifers, or appeals, or release from recall, we are not always told what the decision is. Links and co-ordination with all the agencies involved needs to be much better. There is a long way to go.

Victims are at the heart of the parole decision – Victim Reports are always considered carefully and in confidence.

The Board has always had a multi-disciplinary approach to its work.

Half its members are recruited specifically as judges, psychiatrists, probation officers and criminologists. The remaining half are "independent" members who come from all walks of life, but who tend to specialise or have experience in areas which complement and inform the Board's work, ranging from mental health, to risk management to work with victims. The vast majority of members work part-time, fitting the Parole Board duties around their "day jobs". The jobs are advertised annually. Successful candidates are appointed for a fixed term, and normally don't serve more than six years.



Kay Terry

is a consultant with Victim Support and the Witness Service, and a Member of a Probation Service Board. Alongside this she sits on Parole Board panels as an *independent* member. Based in the West Country, she interviews at prisons across a wide geographical area.

"Appointment to the Board is a challenging learning experience, but fortunately existing Members are generous with their advice and experience. I hadn't previously been inside a prison, but I've quickly gained insight into prison life by interviewing prisoners. The work is demanding, but it's rewarding to feel that I'm making a difference. With my experience of planning services for victims and witnesses, I hope to make a useful contribution to panel discussions. Victim statements are valued in the decision making process, as they are a powerful reminder of the effects of crime".



Angela Montgomery

is a Solicitor, currently working for Humberside Probation Service with responsibility for victims and child protection. She has specialised in local authority child protection and community safety and was responsible for obtaining the first Anti-Social Behaviour Order in the country on a juvenile. Like all *independent*

members, she interviews regularly in local prisons.

"My "day job" experience in child protection and community safety helps in making decisions on risk assessment. It's an extremely responsible job: ensuring that the public are protected and that offenders have the best possible opportunity to re-integrate into the community. I believe that Independent Members are an invaluable resource in gauging the view of the "thinking" public, and that this together with the experience of seeing prisoners on a one-to-one basis broadens the understanding which a Parole Board Panel brings particularly to oral hearings which deal with the more dangerous offenders. The increasing diversity of Parole Board Members adds value to what is a difficult and challenging process."



Peter Wilshaw

is a retired Detective Chief Superintendent. Peter combines his work as an *independent* member with chairing a multi-agency sex offending project and as a part-time manager of a youth offending team. He is one of the Board's Liaison members, building links with local prisons.

"I thought that there wasn't much I didn't know about crime and criminals, but in four years on the Board I have interviewed more serious criminals than in the whole of my 30 years with the police. That experience has proved invaluable in the decisions I have been called to make as a Board Member and I try to ensure that my interview reports provide that essential insight for my colleagues.

The Board's success relies heavily on the professionalism of our partners, in particular those who work in the prisons. As a Liaison Member my job is to ensure that prison staff, and indeed prisoners, understand the Board's role and its need for current and accurate information. We do this through regular meetings, by presentations to groups within prisons and by prompt and decisive action where any problems come to notice".



Roland Doven

was first appointed to the Board in 1997 and has just had his term of office renewed for a further three years. He juggles his work as an *independent* member around a variety of commitments as JP, adjudicator for the General Medical Council and running his own business.

"As a member of various minority communities and only 36 years old when I started, I felt I could bring a different perspective to the work. I have found the experience extremely rewarding and I have been very pleased to note the sensitive approach Members take to issues such as race, gender and other areas where discrimination can creep in. It is important that as wide a range of experience as possible is available to the Board. Although we never divide along Judge/Psychiatrist/Independent lines, I feel the public can have greater confidence in a Board which is not made up entirely of those working full-time in the criminal justice system."

In 1967 when the Board was set-up there were 15 members: 3 judges, 3 psychiatrists, 3 criminologists, 3 chief probation officers and 3 "independents". Every decision making panel consisted of 5 members – one from each category. Today there are over 120 members, about 50% of them "independents". The size and constitution of panels varies depending on the case, but the bulk of decisions are taken by three members.

“Members aren’t on the Board – they are the Board”



Estella Hindley

is a Circuit Judge who tries criminal and family cases in Birmingham. As a *judicial* member since 1998 she sits on mandatory lifer panels and she chairs discretionary lifer panels.

“A judge’s normal role ends at the point of sentence and it has been extremely interesting for me to see how the sentence affects the

individual prisoner. The Parole Board training has complimented my day to day work by giving me an enhanced insight into offending behaviour, risk assessment and victim issues. I am proud to be part of a body which highly values the spirit of independence and wide ranging life experience of its members. We, in our turn, enjoy our ability to work together as equals, pooling our knowledge in making decisions which are so important for the safety of the public”.



Steve Goode

is a *probation* member, currently Chief Officer for Derbyshire, and interim CPO for South Wales. He is in his fourth year with the Board and takes part in panels once a month, interviews prisoners in his local area and sits on Lifer Panels.

“I joined the Parole Board to add to my 26 years experience in the

Probation Service. As a Chief Officer it keeps me up to date with day to day practice and gives me many opportunities of feeding back to practitioners both in my Service and nationwide. Casework is demanding but often rewarding in terms of seeing the benefits of rehabilitation in prison as well as developing a very clear understanding of the effects of violent and sexual crime on often very vulnerable victims. The Parole Board has an important independent role within the decision making of early release and statutory supervision. I am very glad to play my part even if finding the time on top of a busy full-time job is not always easy”.



Dr Girish Shetty

is a Consultant Forensic Psychiatrist working in Norwich. He is also a member of the Mental Health Review Tribunal and was previously Medical Director of a High Security Hospital. He has been a *psychiatric* member since 1996.

“Risk assessment and managing risk is a large part of my forensic clinical

work. But, making decisions which could have serious implications both for the community and the prisoner, based on limited information and within a short period of time, places an enormous burden on Parole Board members as well as posing interesting challenges. Working with other members from very different backgrounds has enhanced my knowledge of many related issues and provided me with a lot of job satisfaction. Clearly the protection of the public is the main objective but it is also important for us to recognise the need to enable prisoners to make progress and lead law abiding lives”.



Roy King

is Professor of Criminology and Criminal Justice at the University of Wales and research fellow at Cambridge University. He has researched prisons in the UK, USA and Russia and is currently working on prison systems in Brazil. He was a founder *criminologist* member of the Parole Board in 1968 and was re-appointed in 2001.

“When I was first appointed to the Board, I was the youngest member on it. A lot has changed in thirty years. The selection process for a start: formal applications, vetting and interviews, independently monitored. In the past I had tried, and only partly succeeded, in persuading Parole Board members to record reasons for their own use; now the most detailed care is given to explaining reasons which are communicated to prisoners and may be subject to judicial review. Then it was just a paper exercise; now prisoners are formally interviewed in the prisons, and in future more cases will be dealt with through oral hearings and video conferencing beckons. I suppose, in a word, the whole process has become more meticulously professional”.

Running a Board of over 120 members scattered all over the United Kingdom is a substantial operation.

The Board has developed a number of ways to ensure that the entire membership is involved and consulted in the development of policy and strategies for change. An audit of the corporate governance concluded that the Board's arrangements here passed muster. The Board draws on the expertise of individual members to lead particular projects.

“The Magnificent Seven”

was an ad hoc committee of members drawn together in June 2002 to help tackle the implications of the *Stafford* judgement and to devise new procedures to deal with the increased workload:

Leon Viljoen, Ann Barker, Tia Cockrell, Chris Hunter, Kerry Macgill, Tony Pembroke, Dick Whitfield.

The **“Tremendous Ten”** took over in January 2003, helping to assess how the new processes are working and helping to bed in the new systems. They are:

Leon Viljoen, Lindsay Addyman, Tia Cockrell, Gerry Corless, Brenda Large, David Mawson, Stephen Murphy, John Sadlik, Jo Turnbull, Alan Whiffin.

Training and Development Committee

Chaired by full-time member Mollie Weatheritt, the committee's role is to review the Board's training strategy and training needs and to oversee the Board's appraisal system. Other members of the committee are:

Penny Buller, Mary Kane, Timothy Lawrence, Girish Shetty.

Joint Parole Board/Prison Service

meetings take place regularly. Every quarter the Board meet with the Sentence Management Group to discuss long term policy and performance matters. Monthly monitoring meetings are also held with the Sentence Enforcement Unit, the Board's sponsoring body.

PROBATION MEMBER

Stephen Murphy

CRIMINOLOGIST MEMBER

Nigel Stone

PSYCHIATRIST MEMBER

*Dr. Chris Hunter/
Dr. Ian Keitch*

INDEPENDENT MEMBER

Tony Pembroke

INDEPENDENT MEMBER

Arthur Price-Jones

INDEPENDENT MEMBER

Jo Turnbull

INDEPENDENT MEMBER

*Gerry Corless/
Judith Pitchers*

HEAD OF SENTENCE ENFORCEMENT UNIT (PRISON SERVICE)

Russell A'Court

HEAD OF LIFER UNIT (PRISON SERVICE)

Alistair McMurdo

HEAD OF STRATEGY

Pat Boshell

The Board's Advisory Committee

meets every three months and includes elected representatives of all categories of the part-time membership, as well as the senior management team and key colleagues

Regional Meetings of members in the North West, North East, West Midlands, East Midlands, South East and South West are held twice a year.

In April and May 2002 the six meetings focused on plans for video-link panels, the new appraisal system for members and issues of corporate risk. In September the main focus was on radical changes to Board following changes in the law which meant that the number of oral hearings would increase dramatically. The meetings also considered an Action against Racial Discrimination Plan. In April 2003 the meetings looked at how the strategies for change had been put into practice. There were also training workshops on dealing with prisoners' representations against recall to prison. This is a "growth area" of the Board's work – two member panels now deal with 20 to 30 such cases a week.



<p>CHAIRMAN OF AUDIT AND RISK MANAGEMENT COMMITTEE Independent part-time member <i>Peter Palmer</i></p>	<p>HEAD OF CORPORATE AFFAIRS <i>Mervyn Stevens</i></p>	<p>JUDICIAL MEMBER <i>His Hon Judge Lawrence</i></p>
		<p>MINUTE TAKER <i>Martin Longley</i></p>
		<p>CHIEF EXECUTIVE <i>Chris Glenn</i></p>
		<p>CHAIRMAN <i>David Hatch</i></p>
		<p>HEAD OF CASEWORK <i>Terry McCarthy</i></p>
<p>VICE CHAIRMAN <i>His Hon Mr Justice Scott Baker/ His Hon Mr Justice Gage</i></p>	<p>FULL-TIME MEMBER <i>Mollie Weatheritt</i></p>	<p>FULL-TIME MEMBER <i>Jo Dobry</i></p>

in the prison service, from the sentence enforcement unit and lifer unit. The quarterly meetings report on finance and performance as well as consulting on developing policy and change.

Audit and Risk Management Committee
The Committee meets four times a year at appropriate points within the annual business cycle and consists of 4 non-executive members of the Board. The terms of reference for the Audit & Risk Management Committee together with the names of the members of the Committee for 2002/03 are given at paragraph 30 in the Foreword to the Accounts. The Committee is attended by the Chief Executive, the Head of Corporate Affairs, the Finance & Personnel Manager and representatives of Internal Audit and the National Audit Office.

Chairman's Group
This meets fortnightly and deals with the day to day management of the Board. It includes the Chairman, Chief Executive, full time members and the three senior staff.

Review Committee
This new committee has been set up this to look at training and performance issues around re-offending on parole. It is chaired by the Board's Vice Chairman, The Hon Mr Justice Gage and the members of the committee are: *Chris Hunter, Michael Hennessy, Heather Morgan and Dick Whitfield.*

Foreword to the Accounts

Background

Statutory Framework

1 The Parole Board was established under the Criminal Justice Act 1967, and continued under the Criminal Justice Act 1991, which was amended by the Criminal Justice and Public Order Act 1994 to establish the Board as an Executive Non-Departmental Public Body from 1 July 1996. This account has been prepared in a form directed by the Secretary of State for the Home Department with the approval of the Treasury in accordance with the Criminal Justice Act 1991, as amended by the Criminal Justice and Public Order Act 1994.

2 The Parole Board:

- considers, under the Criminal Justice Act 1991, the early release of determinate sentenced prisoners serving four years or more. By the Parole Board (Transfer of Functions) Order 1998 the Board has delegated authority to decide applications from prisoners serving less than 15 years; for those serving 15 years or more it makes a recommendation to the Secretary of State.
- considers, under Part II of the Crime (Sentences) Act 1997, the release of mandatory life sentenced prisoners and makes recommendations to the Secretary of State.
- has authority, under the Crime (Sentences) Act 1997, to direct the release of discretionary life sentenced prisoners, those given life sentences under section 2 of the 1997 Act (now section 109 of the Powers of Criminal Courts (Sentencing) Act 2000) and persons detained during Her Majesty's Pleasure.
- makes, under the Criminal Justice Act 1991 (in the case of determinate sentenced prisoners) or the Crime (Sentences) Act 1997 (in the case of life sentenced prisoners), recommendations to the Secretary of State on the revocation of licences of prisoners who have breached their licence conditions, and considers representations by prisoners who have been recalled to prison. The 1991 Act was amended by the Crime and Disorder Act 1998 to bring the arrangements for the recall to prison of short-term prisoners into line with those for long-term prisoners. The Crime and Disorder Act 1998 also introduced provisions (now in section 85 of the Powers of Criminal Courts (Sentencing) Act 2000) for sentences to be extended for licence purposes; prisoners serving extended sentences who are recalled may make representations to an oral hearing of the Parole Board.

Principal Activities

3 The primary function of the Parole Board is to undertake risk assessments to inform decisions on the early release of prisoners with the ultimate aim of safeguarding the public while providing for the successful reintegration into society of prisoners under the supervision of the National Probation Service. Board members also interview prisoners serving determinate sentences to inform this risk assessment process because these cases are decided on paper. Interviews for mandatory life sentence prisoners ceased on 31 December 2002 with the introduction of a new process announced by the Home Secretary on 17 October 2002, introduced by the Board in response to the European Court of Human Rights (ECHR) decision in the case of Stafford in May 2002, whereby these prisoners now have the right to an oral hearing. Applications to the Parole Board from different categories of prisoner are considered as follows:

Determinate sentence prisoners:

applications, based on a dossier of papers presented to the Board by the Prison Service on behalf of the Secretary of State, are considered by panels of three Board members.

Mandatory life sentence prisoners:*

applications, based on a dossier of papers presented to the Board by the Prison Service on behalf of the Secretary of State, are considered by panels of three Board members which normally includes a judge and a psychiatrist.

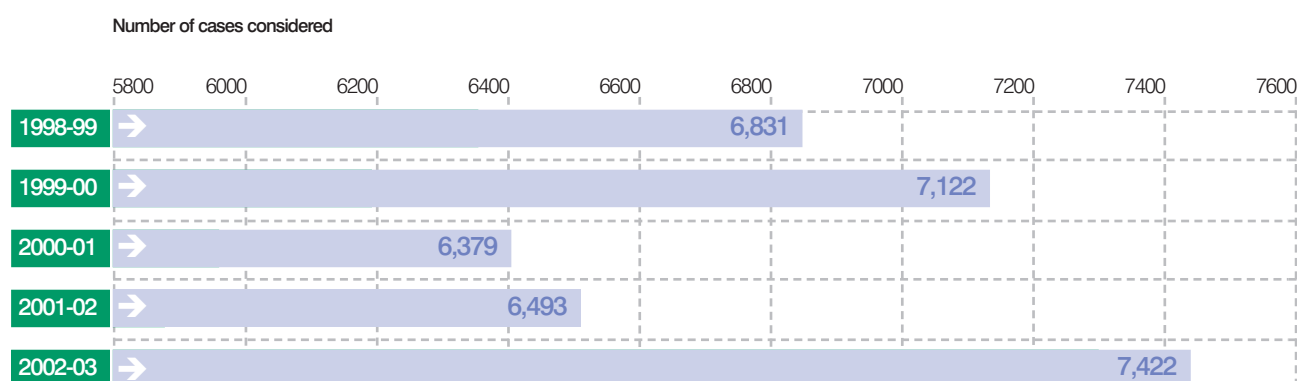
* Mandatory life sentence prisoners now have the ultimate right to an oral hearing by the Board. A full description of the new process, which was introduced as the Board's response to the European Court of Human Rights (ECHR) judgement in the case of Stafford, is given in paragraph 21 of this Foreword.

Discretionary and automatic life sentence prisoners, extended sentence prisoners and persons detained during Her Majesty’s Pleasure:

applications considered at an oral hearing with a panel of three Board members which is chaired by a judge or qualified person and includes a psychiatrist.

- The Board met on 669 occasions during 2002/03 (498 in 2001/02) to consider applications from prisoners, an increase of 34% in the number of hearings compared with the previous year. This consisted of 334 panels for the consideration of paper applications (303 in 2001/02) and 335 occasions to consider oral applications (195 in 2001/02). Overall, 7,422 applications were decided, an increase of 14% on 2001/02. The table below charts the caseload over the last 5 years.

Number of applications



- One-member panels sat on 450 occasions to consider 6,323 cases (4,369 in 2001/02, an increase of 45% on the previous year) for the revocation of licences and recall to prison. The Board also held 65 two-member panels which considered 923 representations from prisoners against recall to prison (516 in 2001/02, an increase of 79% on the previous year). The total recall caseload of 7,246 compares with 4,885 cases in 2001/02, an increase of 48% on the previous year.
- Board members interviewed 7,470 prisoners (6,831 in 2001/02) in cases where applications for parole would be considered on paper, an increase of 9.4% on the previous year. This included prisoners subject to deportation on release where the Secretary of State and not the Parole Board subsequently made the decision on parole. Following agreement with Sentence Enforcement Unit of the Prison Service, the Board ceased to interview prisoners subject to deportation with effect from 14 July 2003.

Review of objectives

- The Board’s Corporate Plan for 2001 - 2004 redefined the Board’s Statement of Purpose and set an overarching aim of:

“Protection of the public and successful reintegration of prisoners into the community through a just, open and efficient process.”

Three strategic aims were identified as supporting this overarching aim:

- Strategic Aim 1 - Operations**

To protect the public and successfully reintegrate prisoners into the community by making rigorous and comprehensive risk assessments to inform decisions on the release and recall of prisoners. To be timely, fair, open and consistent in all those decisions.

- **Strategic Aim 2 - Resource Management & Accountability**

To deliver value for money by the economic use of available resources and efficient and effective processes and to ensure that internal control is maintained in all areas of operation.

- **Strategic Aim 3 - Strategy & Development**

To respond to changing demands in order to maintain and develop the quality, effectiveness and efficiency of the Board's risk assessments.

Objectives in the Board's Business Plan for 2002/03 were set for the furtherance of these strategic aims. A full analysis of the Board's achievements against these objectives is given in the Review of the Year in this report.

- 8 The Board interviewed 84% (90% in 2001/02) of prisoners eligible for discretionary conditional release (DCR) within the target timescale of not later than 13 weeks before Parole Eligibility Date (PED). The submission of dossiers for DCR prisoners on time by prison establishments was 83% (83% in 2001/02) and the Board processed 80% (96% in 2001/02) of these cases within the target timescale of 5 weeks from dossier receipt. On the face of it some of these performance percentages appear disappointing when compared with target and with the previous year's performance but this is one of those situations where stark percentages do not tell the whole story. As with most statistics these indicators need further translation within the wider knowledge of the prevailing circumstances affecting the business environment at the time and these indicators actually point towards a very considerable achievement. An additional 600 cases were unexpectedly brought forward in the last half of the year as a result of the decision by the Prison Service to remit all Additional Days Added (ADAs) which had been awarded in prison governor adjudications. This decision was part of the Prison Service's response to the European Court of Human Rights (ECHR) judgement in July 2002 in the cases of Ezeh and Connors that such adjudications without representation were not human rights compliant. This sudden influx of cases represented about a 20% increase over expected workload for the 6 month period concerned and the processing of these extra cases within the usual timescale of 5 weeks was not helped by the unfortunate co-incidence that the peak of these extra cases hit the Board at a time when the best part of a week's productivity was lost because of the Christmas and New Year holidays. Nevertheless, the Board managed to complete about 90% of cases within a 6-week period and also managed to notify decisions within 2 working days of the panel in almost 100% of all cases completed during the year.
- 9 The overall result was that 80% of DCR prisoners were notified of a decision at least two weeks before their PED (88% in 2001/02) while 87% of prisoners received a decision by PED (91% in 2001/02). The impact of the remission of ADAs on the whole process target was therefore minimised as a result of management intervention and by the application of Parole Board members and staff, as well as Prison Service colleagues, to complete these cases as near to their target dates as possible at a time of considerable pressures from other increasing workloads.
- 10 The number of mandatory life sentence cases considered by the Board was 915 (513 in 2001/02) which is an increase of 78% over the previous year. This very substantial increase was the result of about 500 cases being brought forward in response to the European Court decision, delivered in May 2003 in the case of Stafford, that the Home Secretary should no longer have the power to determine the release of tariff expired mandatory lifers. The Board's objective was to notify its recommendations to the Secretary of State within 6 weeks of completion of the dossier in 95% of cases and this was achieved in 75% of cases. The number of oral hearings cases considered by the Board increased by 6% over the previous year. For discretionary life sentence prisoners and prisoners detained at Her Majesty's Pleasure the Board's objective was that in 90% of cases decisions should be communicated within 5 days of the hearing and this was achieved in 95% of cases.

11 During 2002/03 59 applications for judicial review were lodged against the Parole Board. This was higher than 2001/02, when there were 52 applications, but is some way short of the 71 received in 2000/01. The results of cases was as follows:

	Number of Applications	Cases Decided	Cases Refused/ Dismissed/ Withdrawn/Lapsed	Cases conceded or quashed
2002/2003	59	52	50	2
2001/2002	52	48	47	1
2000/2001	71	57	54	3
1999/2000	33	32	27	5
1998/1999	27	30	21	9

The column for cases decided does not include cases subject to applications for appeal pending as at 31 March 2003. In the table above the sum of cases concluded one way or another does not equate to the number of applications made in the same year because of cases carried over from one year to another.

The Board continued to issue guidance to members on significant issues arising from specific cases and judicial challenges to its decisions.

12 The Board also had considerable achievements against its more strategic objectives, particularly in the areas of public relations, communications and appraisal of members. The Board has been pro-active in developing and strengthening relations and communication with other agencies in the criminal justice field and a feature of the year was the number of visits by key personalities within this field. A full report on achievements is given elsewhere in this report.

Fixed assets

13 There was no significant change in fixed assets during the year.

Charitable donations

14 The Parole Board made no charitable donations during the year.

Post Balance Sheet events

15 With effect from 1 April 2003 the Parole Board is no longer sponsored by the Prison Service but is sponsored by the Directorate of Correctional Services of the Home Office.

Financial Performance

16 The operating deficit for the year was £82,906, which compares with a deficit of £29,563 in 2001/02. This deficit is the result of the combination of increased direct costs arising from increased caseload (particularly during the second half of the year) and some additional indirect costs such as consultants' fees associated with the Board's change agenda arising from the ECHR judgement in the case of Stafford (see paragraph 21 of this Foreword). The balance sheet indicates a negative tax-payers' equity of £257,887 at 31 March 2003, this compares with a balance sheet deficit of £174,981 at 31 March 2002.

Going concern

- 17** The balance sheet at 31 March 2003 shows net liabilities of £257,887. This reflects the inclusion of liabilities which, to the extent that they are not to be met from the Parole Board's other sources of income, may only be met by future grants-in-aid from the Parole Board's sponsoring department, the Home Office. This is because, under the normal conventions applying to parliamentary control over income and expenditure, such grants-in-aid may not be issued in advance of need.
- 18** Grant-in-aid for 2003/04, taking into account the amounts required to meet the Parole Board's liabilities falling due in that year, has already been included in the department's Estimates for that year, which have been approved by Parliament, and there is no reason to believe that the department's future sponsorship and future parliamentary approval will not be forthcoming. It has accordingly been considered appropriate to adopt a going concern basis for the preparation of these financial statements.

Unit costs

- 19** The estimated unit costs (excluding notional costs) to the Board for processing each category of case are as follows:

	2002/03	2001/02
Determinate sentence case (DCR)	£364 per case	£358 per case
Mandatory life sentence case (MLP)	£520 per case	£480 per case
Oral hearings	£1,845 per case	£1,330 per case
Recall	£35 per case	£28 per case

While the increase in unit costs for paper hearings (DCR, MLP and recalls) is broadly in line with expectations (especially when additional costs associated with the Board's change agenda in response to the ECHR judgement in the case of Stafford are taken into consideration), the significant increase in the cost of oral hearings cases does need further explanation. The increase is largely attributable to an increase in the number of cases deferred or adjourned, almost always because of circumstances outside of the Board's control. The Board is monitoring the causes for these delays and will be working with the Prison Service to see, at a time of very substantial growth in oral hearings, what can be done to minimise these. The increase in the unit cost for oral hearings is also partly the result of the growth in single case panels to consider applications from prisoners who are serving extended sentences. With this growth came the need for the Board to use fee paid retired judges or other fee paid qualified members to chair these panels. This was as opposed to the former practice of primarily using serving judges who are provided at nil cost to the Board by the Department for Constitutional Affairs (formerly the Lord Chancellor's Department) because these limited resources were being used on other multi-case oral hearings. In view of the burgeoning caseload requiring oral hearings and the increasing diversity of such cases the Board will look in 2003/04 to refining the unit cost calculations for different types of oral hearing. For future financial statements the Board would wish to analyse the costs in such a way as to highlight the unit costs per completed case. A project to determine the best way to do this will commence shortly.

Payment Performance

- 20** The Board's policy, in line with Government requirements, is to pay a minimum of 95% of its creditors within 30 days, with a target of achieving a 100% payment rate within 30 days. During 2002/03 98% of all invoices were paid within the target period.

Future Developments and Research

- 21** As mentioned in last year's report and elsewhere in this report, the judgement in May 2002 of the European Court of Human Rights in the case of Stafford will entail a significant increase in oral hearings and a change in the primary legislation. Current procedures, and the Board's resources, will not suffice to cope with this increase. Following the Home Secretary's announcement on 17 October 2002 of interim arrangements for handling cases of mandatory lifers pending new legislation, a new process is being introduced whereby oral hearings will be guaranteed for prisoners who want them but not granted automatically. Once the Secretary of State refers the case to the Board a member of the Board, sitting alone, will conduct a paper consideration of the case. A preliminary decision, with full reasons, will be disclosed to the prisoner and Secretary of State, either of whom can then elect for the case to be considered at a full oral hearing. In this way, the prisoner's rights under the Convention will be safeguarded, while a great number of unnecessary oral hearings will be avoided. It is envisaged that the new legislation will enable this procedure to be adopted for all tariff-expired lifers.
- 22** Considerable progress has been made on the Board's own research project into the cases of discretionary life sentence prisoners which was referred to in last year's report. Additional funding was obtained and the research is now being carried out by the Centre for Criminological Research in Oxford. An interim report to the Home Office was prepared in February 2003 and two further interim reports will be presented in September 2003. The final report is expected during the next financial year.
- 23** The radical changes in the sentencing framework mentioned last year are now contained in the Criminal Justice Bill which is expected to receive Royal Assent in November 2003. The new legislation will end the discretionary release for fixed term prisoners other than those who are assessed as dangerous, but oral hearings will increase with the introduction of the new sentences for dangerous offenders. This will have a major impact on the work of the Board and the full implications are being assessed.
- 24** On 19 March 2001 the Public Accounts Committee (PAC) published a report on parole in response to the publication of a report by the National Audit Office on 4 April 2000 and the subsequent PAC hearing on 20 November 2000. One of the issues raised by the PAC was whether the parole system operated fairly between the different ethnic groups. A recent study by the Home Office Research, Development and Statistics Directorate confirmed that when parole-relevant variables are taken into account, there is no statistically significant difference in the release rates of different ethnic groups. The Home Office will publish the results of this study later in the year.
- 25** Another issue raised by the PAC in their March 2001 report was regarding the prospects of parole for those prisoners who refuse to admit guilt. The Board has struggled against the (mistaken) perception of the media and the public that early release, be it on parole or life licence, is not available to those who maintain their innocence. On 27 January 2003, the Board began an on-going survey to record statistics on how often early release is awarded or recommended. During the period 27 January-30 June 2003 36% of DCR prisoners who maintained their innocence were awarded parole as compared with 52% of all DCR prisoners eligible considered for parole in the year ended 31 March 2003. A method of meaningful recording of statistics for lifers is being discussed.
- 26** In February 2003 it was announced that the former Director General of the Prison Service, Martin Narey, had been appointed Commissioner for Correctional Services and that there would be a consequential restructuring within the Home Office Group aimed, amongst other things, at the improved delivery of correctional services. As part of this reorganisation it was decided that the Correctional & Sentencing Policy Directorate of the Home Office rather than the Prison Service would sponsor the Parole Board. Steps have been taken, including the transfer to the Home Office of staff seconded to the Parole Board from the Prison Service, so that this change of sponsorship can be retrospectively effected from 1 April 2003 although certain other organisational issues have still to be resolved.

27 The Board has set a business plan objective for 2003/04 to put in place a process for reviewing cases where those released on parole licence are recalled to prison, particularly for further offences. A panel of three members will be set up, led by a full time member, which will meet on a regular basis to investigate cases, prepare reports for analysis and make recommendations for action.

Parole Board Members

28 The Chairman of the Board during the year was David Hatch CBE JP. The full-time salaried members of the Board during 2002/03 were:

- Jo Dobry
- Mollie Weatheritt

The Chief Executive was Christine Glenn.

A full list of Board members is given at the end of this report, which identifies members of the Advisory Committee.

Advisory Committee

29 The Parole Board Advisory Committee met four times during the year. As part of the review of corporate governance arrangements completed during the year the purpose for this Committee was redefined as:

“To ensure that Board members are fully involved in the Board’s governance and that strategy and planning are done in an inclusive and informed manner”

The specific responsibilities of this Committee were defined as:

“Considering matters put to it for discussion and make recommendations when appropriate:

- Representing the views of Parole Board members so that the Chairman may be aware of them when formulating new policy or procedures.
- Advising on the overall strategic direction of the Board within the policy and resources framework agreed with the sponsor department.
- Overseeing the delivery of planned results by monitoring performance against the agreed strategic objectives and targets set out in the Board’s Corporate and Business Plans.
- Receiving reports from the Audit & Risk Management Committee about the Board’s financial affairs, its control environment and its management of business risk”.

The Advisory Committee is an advisory body with no executive powers and it may not consider proposals for expenditure.

It consists of the Chairman, Vice-Chairman, both full-time members, the chairman of the Audit & Risk Management Committee of the Board and 8 elected part-time members.

Audit & Risk Management Committee

30 The Board has an Audit & Risk Management Committee which meets four times a year. The Committee now consists of four part-time non-executive members of the Board and during 2002/03 they were:

- Peter Palmer JP (Chairman)
- Tony Pembroke JP
- Jo Turnbull JP LLB
- Linda McHugh (From February 2003)

The terms of reference for the Audit & Risk Management Committee include the responsibility to advise the Accounting Officer on:

- the strategic processes for risk, control and governance
- the accounting policies and the accounts of the organisation
- the planned activity and results of both internal and external audit
- adequacy of management response to issues identified by audit activity
- assurances relating to the corporate governance requirements for the organisation

Member and Employee Involvement

31 Staff have continued to be involved and informed through regular “breakfast meetings” with the Chief Executive, away-days and other staff meetings. The Board was awarded accreditation under the Investors in People (IIP) standard in January 2001 and is striving to achieve re-accreditation under the revised IIP standard before the expiry of the current accreditation in January 2004.

32 Information on procedures and performance was circulated by means of notes from the Chief Executive and letters from the Chairman to Members. Members were consulted through a series of regional meetings and the Annual Conference.

Equal Opportunities

33 The Parole Board is committed to a policy of equal opportunity for all members and staff, regardless of ethnic origin, religious belief, gender, sexual orientation, disability or any other irrelevant factor. It will also provide guaranteed interviews to candidates who qualify under the requirements of the Disability Discrimination Act 1995 who meet the criteria for jobs in the Secretariat. The appointment of members is the responsibility of the Secretary of State and the same criteria apply.

34 Parole Board members are trained to act fairly when interviewing prisoners or considering cases and the Board monitors its decisions to ensure that this is maintained. In August 2002 the Board published an action plan to show how it intends to meet its duty under the Race Relations (Amendment) Act 2000 to promote racial equality. The Commission for Racial Equality reviewed this action plan in March 2003 and agreed that it addressed all relevant areas. The Board is now working towards producing its own race equality scheme in anticipation of proposed legislation.

Christine Glenn
Chief Executive and Accounting Officer
The Parole Board for England and Wales

2 October 2003

Statement of Parole Board's and Chief Executive's responsibilities

Under Schedule 5 to the Criminal Justice Act 1991, as amended by Schedule 10 to the Criminal Justice and Public Order Act 1994, the Parole Board is required to prepare a statement of accounts for each financial year in the form and on the basis directed by the Secretary of State, with the approval of the Treasury. The accounts are prepared on an accruals basis and must give a true and fair view of the Parole Board's state of affairs at the year end and of its income and expenditure, total recognised gains and losses and cash flows for the financial year.

In preparing the accounts the Parole Board is required to:

- observe the Accounts Direction issued by the Secretary of State with the approval of the Treasury, including the relevant accounting and disclosure requirements, and apply suitable accounting policies on a consistent basis;
- make judgements and estimates on a reasonable basis;
- state whether applicable accounting standards have been followed, and disclose and explain any material departures in the financial statements; and
- prepare the financial statements on the going concern basis, unless it is inappropriate to presume that the Parole Board will continue in operation.

As the senior full-time official of the Parole Board, the Chief Executive carries the responsibility of Accounting Officer for the Parole Board. The Chief Executive's relevant responsibilities as Accounting Officer, including her responsibility for the propriety and regularity of the public finances and for the keeping of proper records, are set out in the Non-Departmental Public Bodies' Accounting Officers' Memorandum issued by the Treasury and published in Government Accounting.

Statement on the system of internal control

As Accounting Officer for the Parole Board, I have responsibility for maintaining a sound system of internal control that supports the achievement of Home Office departmental policies, aims and objectives, set by the department's Ministers, whilst safeguarding the public funds and departmental assets for which I am personally responsible, in accordance with the responsibilities assigned to me in "Government Accounting".

Following structural changes made in February 2003 within the Home Office Group which were aimed at ensuring improved delivery of Home Office aims and objectives I am now accountable as Accounting Officer for the Parole Board to the Permanent Under Secretary of State at the Home Office rather than to the Director General of the Prison Service as previously. I make an annual assessment of the control environment within the Board and report my assessment to the Permanent Secretary at the Home Office in an Annual Assurance Statement. The Board ensures that the delivery of its business accords with Home Office aims and objectives by involving its sponsor unit in joint business planning, obtaining ministerial approval for business plans and in monthly meetings at which performance against those plans is monitored and reviewed by the sponsor on behalf of the Secretary of State.

The system of internal control is designed to manage risk to a reasonable level rather than to eliminate all risk of failure to achieve policies, aims and objectives; it can therefore only provide reasonable and not absolute assurance of effectiveness. The system of internal control is based on an ongoing process designed to identify the principal risks to the achievement of departmental policies, aims and objectives, to evaluate the likelihood of those risks being realised and the impact should they be realised and to manage them efficiently, effectively and economically.

The Chairman of the Board and I have both endorsed a policy and strategy on risk management following the recommendation of these to us by the Audit & Risk Management Committee. The Head of Corporate Affairs has given instruction on risk management at team meetings and is training team risk co-ordinators in identifying, evaluating, managing and reporting risk. During 2002/03 members of staff were also involved in a series of bench-marking visits to other NDPBs at which, inter alia, risk management processes in these organisations was discussed. The Board's risk register was reviewed on two occasions within the calendar year 2002 and the resultant output from the second of these reviews in December 2002 was a more strategically focused and condensed register. The system of control and risk management has therefore been evolving and developing additional rigour during 2002/03 and was fully in place by 31 March 2003.

In the Parole Board the main processes which we have in place for identifying and managing risk are:

- A minimum of an annual review of the Board's corporate risk register involving discussion of risk at regional meetings of members and staff meetings and, using the output from those meetings, a subsequent regular review of the risk register by the Audit & Risk Management Committee;
- allocation of risk ownership to appropriate executive managers;
- identification of necessary action to manage risk more effectively;
- quarterly assessment and reporting of risk management by risk owners to the Audit & Risk Management Committee.

The top risk priorities for the Parole Board have been identified as:

- Inadequate human resources;
- Inadequate non-staff resources; and
- Changes in the law.

Our management of risk is embedded in policymaking, planning and delivery by:

- discussion of risk at the “breakfast meetings” with all staff;
- training given by internal auditors as part of the staff business planning “awayday”;
- dissemination of risk policy and strategy to all members and staff of the Board;
- mandated discussion of operational risks at all team meetings;
- publication of the risk policy and strategy on the Board’s website.

Some further work needs to be done in ensuring embedding of risk management of operational risks at team level within the Board’s Secretariat. Some team risk co-ordinators have been appointed and trained but this still needs to be done for some other teams. I intend to make this a feature in the imminent planning for the Board’s next corporate plan which will cover the years 2004-2007.

As Accounting Officer, I also have responsibility for reviewing the effectiveness of the system of internal control. My review of the effectiveness of the system of internal control is informed by the work of internal auditors and the executive managers within the organisation who have responsibility for the development and maintenance of the internal control framework, and comments made by the external auditors in their management letter and other reports. I have been advised on the implications of the result of the effectiveness of the system of internal control by the Advisory Committee of the Board, the Audit & Risk Management Committee and a plan to ensure continuous improvement is in place.

Assessments made by risk owners on the management of the strategic risks are reported quarterly to both the Audit & Risk Management and Advisory Committees of the Board. Progress against business plan objectives is monitored on a monthly basis by the Board’s sponsor and quarterly by the Advisory Committee. These mechanisms are proving to be effective in driving forward initiatives aimed at improved management of the identified risks.

Internal Audit functions are provided to the Parole Board by the Prison Service Internal Audit Unit which operates to standards defined in the Government Internal Audit Manual. The work programme of internal audit is informed by an analysis of the risk to which the body is exposed. Annual internal audit plans are based on this analysis of risk and are endorsed by the Parole Board’s Audit & Risk Management Committee and approved by me. In 2002/03 Internal Audit reviewed the Board’s corporate governance framework and, while their report highlighted risks associated with prevailing uncertainties over future sponsorship of the Board, they nevertheless concluded that the arrangements that the Board has in place were satisfactory. At least annually, the Head of the Prison Service Internal Audit Unit (HIA) provides me with a report on internal audit activity in the body. The report includes the HIA’s independent opinion on the adequacy and effectiveness of the body’s system of internal control. The opinion of the Head of Internal Audit was that she could “give reasonable assurance that the system of internal control is adequate to ensure efficient and effective achievement of the Parole Board’s objectives”.

In last year's Statement of Internal Control I drew attention to problems encountered with payroll services provided by the Home Office Pay & Pensions Service (HOPPS). In 2002/03 the Board continued to experience difficulties in arranging prompt and accurate pay changes, although during 2002/03 this was largely due to backlogs of pay changes in the Prison Service Personnel Management Group which had arisen because of the earlier problems in HOPPS. Significant problems continued throughout the year with the prompt, complete and accurate payment of amounts due to staff and, as a consequence, in the receipt of accurate and timely pay data from HOPPS. I can report that, because of the measures that I put in place to control these problems, this has not adversely affected this assurance or the accuracy of the financial statements. The impact on staff morale has, however, been very considerable.

I would also wish within this statement to express concern about the impact that the continuing uncertainties over the arrangements regarding the future sponsorship of the Board have had. Structures for accountability (to be set out in a Financial Memorandum), provision of resources and other support are only now being clarified. This is despite the issues concerned being raised by me as the Board's Accounting Officer on more than one occasion over recent months. The Audit & Risk Management Committee of the Board has advised me that it is of the opinion that, until such structures are fully in place, both the Board and I as the Board's Accounting Officer are in a somewhat isolated and therefore vulnerable position.

The preceding paragraphs have given my evaluation of the adequacy of the control environment within the Parole Board in relation to those areas where I have delegated authority, resources, management control and therefore accountability. I can give no such assurance for key support functions (provided currently at no charge by the sponsor department and charged as "notional costs" in these accounts) over which I have no such control: accommodation, facilities management and, most notably, IT hardware and software. Although 2002/03 saw very significant improvements in the provision of both accommodation and IT systems, my ability to readily influence key support functions nevertheless still proves to be very limited. I remain concerned that, unless the Board is sufficiently resourced in the medium term so that it can operate as a fully independent NDPB without the present level of reliance on its sponsor body, it may not be in a position adequately and promptly to respond to the challenges of the next few years. The current changes in sponsorship arrangements provide the Board with an opportunity to engage with those who will have responsibility for the Board's future funding in order that a fundamental and comprehensive review of funding arrangements can be carried out.

Christine Glenn
Chief Executive and Accounting Officer

2 October 2003

The Certificate and Report of the Comptroller and Auditor General to the Houses of Parliament

I certify that I have audited the financial statements on pages 38 to 48 under the Criminal Justice Act 1991, as amended by the Criminal Justice and Public Order Act 1994. These financial statements have been prepared under the historical cost convention as modified by the revaluation of certain fixed assets and the accounting policies set out on pages 40 to 41.

Respective responsibilities of the Parole Board, the Chief Executive and Auditor

As described on page 32, the Parole Board and the Chief Executive are responsible for the preparation of the financial statements in accordance with the Criminal Justice Act 1991, as amended by the Criminal Justice and Public Order Act 1994, and the directions made thereunder by the Secretary of State for the Home Department with the approval of Treasury, and for ensuring the regularity of financial transactions. The Board and Chief Executive are also responsible for the preparation of the other contents of the Annual Report. My responsibilities, as independent auditor, are established by statute and guided by the Auditing Practices Board and the auditing profession's ethical guidance.

I report my opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Criminal Justice Act 1991, as amended by the Criminal Justice and Public Order Act 1994, and the directions made thereunder by the Secretary of State for the Home Department with the approval of Treasury, and whether in all material respects the expenditure and income have been applied to the purposes intended by Parliament and the financial transactions conform to the authorities which govern them. I also report if, in my opinion, the Foreword is not consistent with the financial statements, if the Board has not kept proper accounting records, or if I have not received all the information and explanations I require for my audit.

I read the other information contained in the Annual Report and consider whether it is consistent with the audited financial statements. I consider the implications for my certificate if I become aware of any apparent misstatements or material inconsistencies with the financial statements.

I review whether the statement on pages 33 to 35 reflects the Board's compliance with Treasury's guidance "Corporate governance: statement on the system of internal control". I report if it does not meet the requirements specified by Treasury, or if the statement is misleading or inconsistent with other information I am aware of from my audit of the financial statements.

Basis of audit opinion

I conducted my audit in accordance with United Kingdom Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts, disclosures and regularity of financial transactions included in the financial statements. It also includes an assessment of the significant estimates and judgements made by the Board and Chief Executive in the preparation of the financial statements, and of whether the accounting policies are appropriate to the Parole Board's circumstances, consistently applied and adequately disclosed.

I planned and performed my audit so as to obtain all the information and explanations which I considered necessary in order to provide me with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by error, or by fraud or other irregularity and that, in all material respects, the expenditure and income have been applied to the purposes intended by Parliament and the financial transactions conform to the authorities which govern them. In forming my opinion I have also evaluated the overall adequacy of the presentation of information in the financial statements.

Opinion

In my opinion:

- the financial statements give a true and fair view of the state of affairs of the Parole Board at 31 March 2003 and of the deficit, total recognised gains and losses and cash flows for the year then ended and have been properly prepared in accordance with the Criminal Justice Act 1991, as amended by the Criminal Justice and Public Order Act 1994, and the directions made thereunder by the Secretary of State for the Home Department with the approval of Treasury; and
- in all material respects the expenditure and income have been applied to the purposes intended by Parliament and the financial transactions conform to the authorities which govern them.

I have no observations to make on these financial statements.

John Bourn

Comptroller and Auditor General

Date 16 October 2003

National Audit Office
157-197 Buckingham Palace Road
Victoria
London SW1W 9SP

Income and Expenditure Account for the year ended 31 March 2003

		2002/03	2001/02
	Notes	£	£
Income			
Grant-in-aid	2	3,730,000	3,068,000
Other income	2	–	15,207
		3,730,000	3,083,207
Expenditure			
Salaries and wages	3	3,033,086	2,531,762
Other operating costs	5	779,820	581,008
Notional costs	6	218,785	680,538
		4,031,691	3,793,308
Operating deficit including notional costs		(301,691)	(710,101)
Interest receivable		3,328	3,283
Cost of capital	1h	15,623	9,612
Deficit for the year before appropriations		(282,740)	(697,206)
Notional costs reversal		218,785	680,538
Interest payable to Prison Service for surrender to the Consolidated Fund	9	(3,328)	(3,283)
Cost of capital reversal		(15,623)	(9,612)
(Deficit) for the year		(82,906)	(29,563)
(Deficit) brought forward		(174,981)	(145,418)
(Deficit) carried forward		(257,887)	(174,981)

All operations are continuing.

There were no other recognised gains and losses for the year.

The notes on pages 40 to 48 form part of this account.

Balance Sheet as at 31 March 2003

	Notes	31 March 2003 £	31 March 2002 £
Fixed assets			
Tangible assets	7	9,830	8,934
Current assets			
Debtors and prepayments	8	156,350	33,510
Cash at bank	11	340,729	110,967
		497,079	144,477
Creditors			
Amounts falling due within one year	9	(764,796)	(328,392)
Net Current (liabilities)		(267,717)	(183,915)
Total assets less liabilities		(257,887)	(174,981)
Represented by:			
Income and expenditure reserve		(257,887)	(174,981)
		(257,887)	(174,981)

The notes on pages 40 to 48 form part of this account.

Christine Glenn

Chief Executive and Accounting Officer
The Parole Board for England and Wales

2 October 2003

Cash Flow Statement for the year ended 31 March 2003

	Notes	2002/03 £	2001/02 £
Net cash inflow/(outflow) from operating activities	10	238,326	72,118
Returns on investments and servicing of finance			
Interest received		3,399	3,337
Interest surrendered to Consolidated Fund via Prison Service		(2,682)	(4,281)
Purchase of tangible fixed assets		(9,281)	(5,935)
Increase/(decrease) in cash	11	229,762	65,239

The notes on pages 40 to 48 form part of this account.

Notes to the Accounts

1 Accounting Policies

a) Accounting conventions

This account has been prepared in a form directed by the Secretary of State for the Home Department with the approval of the Treasury in accordance with the Criminal Justice Act 1991, as amended by the Criminal Justice and Public Order Act 1994.

The account is prepared using the historical cost convention modified by the inclusion of fixed assets at current cost. Without limiting the information given, the accounts meet the accounting and disclosure requirements of the Companies Act 1985 and the accounting standards issued or adopted by the Accounting Standards Board so far as those requirements are appropriate.

b) Grant-in-Aid

This is not recognised until payment is received. Grant-in-aid of £340,000 for April 2003 (2003/04) was received from the Prison Service on 31 March 2003 and this has been shown as deferred income in these accounts.

c) Fixed assets

Tangible fixed assets are capitalised when the original purchase price is £1,000 or over.

d) Depreciation

Information Technology: Depreciation is provided on a straight line basis, at rates calculated to write off the purchase costs over 3 years.

It is the Board's policy not to depreciate if the asset is acquired within the last month of the year.

e) Revaluation

In order to disclose fixed assets in the Balance Sheet by reference to current costs, it is the Board's usual policy to apply the appropriate index to the asset. Indexation is not, however, applied in the year of disposal or where an asset is acquired within the last month of the year. There was no revaluation of assets for 2002/03 as this was immaterial.

f) Stocks

The Board holds stocks of stationery etc. The Board considers the net realisable value of these items to be immaterial and that it would not be appropriate to reflect them in the Balance Sheet. Purchases of consumable items are therefore charged to the income and expenditure account when purchased.

g) Pension costs

Present and past employees are covered by the provisions of the Principal Civil Service Pension Scheme (PCSPS) which is non-contributory and unfunded. Although the scheme is a defined benefit scheme, liability for payment of future benefits is a charge to the PCSPS. The Parole Board meets the cost of pension cover, provided for the staff employed, by payment of charges calculated on an accruing basis. There is a separate scheme statement for the PCSPS as a whole.

h) Cost of Capital

The negative charge has been calculated at the Government's standard rate of 6% on the average of the net balance sheet liabilities for the year.

i) Notional Costs

The Board is currently dependent upon the Prison Service for the provision of accommodation, facilities management, personnel, postage, IT, telecommunications and other professional services at nil cost. These are charged as notional costs in the Income & Expenditure Account to report the full cost of the Board's operations and then reversed.

2 Income

	2002/03 £	2001/02 £
Grant-in-aid received from Prison Service	3,730,000	3,068,000
Request for Resources Subhead I		
Other income - research grant from the King's Fund	-	13,750
Other income - training provided to Mental Health Review Tribunals	-	1,457
	3,730,000	3,083,207

3 Salaries and Wages

(a)	2002/03 £	2001/02 £
Board Members		
Chairman and full-time Board Members' salaries	153,979	140,279
Chairman and full-time Members' pension contributions	26,311	24,225
Chairman and full-time Members' Social Security costs	13,749	13,219
Part-time Board Members' fees	1,477,542	1,201,447
Part-time Board Members' Social Security costs	137,370	107,474
Secretariat Staff		
Salaries and wages, including overtime	833,870	727,084
Pension costs	102,474	91,447
Social Security costs	55,673	54,699
Agency staff	232,118	171,888
Total	3,033,086	2,531,762

3 Salaries and wages *continued*

- (b) The salary and pension entitlements of the Chairman, 2 Full-time Members and Chief Executive were in the following bands:

	Age at 31 March 2003	Salary £	Real increase in pension at 60 £	Total accrued pension at 60 at 31 March 2003 £
David Hatch CBE, Chairman	63	53,506	648	1,715
Christine Glenn, Chief Executive	50	60,019	727	968
Mollie Weatheritt, Full-time Member	55	49,473	583	2,648
Jo Dobry, Full-time Member	51	51,000	832	3,946

'Salary' includes gross salary and any other allowance to the extent that it is subject to UK taxation.

- (c) The emoluments (non-pensionable) of the highest paid part-time Board Member were £55,216 (2001/02: £33,268).

Part-time Members' emoluments were within the following ranges:

	2002/03 No.	2001/02 No.
Not exceeding £5,000	21	23
5,000 - 9,999	27	24
10,000 - 14,999	15	18
15,000 - 19,999	18	23
20,000 - 24,999	11	11
25,000 - 29,999	8	1
30,000 - 34,999	2	2
35,000 - 39,999	4	-
40,000 - 44,999	-	-
45,000 - 49,999	-	-
50,000 - 54,999	-	-
55,000 - 59,999	1	-
Total	107	102

- (d) The average number of Secretariat staff employed by the Parole Board during the accounting period was 38 (40 in 2001/02). No other members of Secretariat staff received emoluments of more than £40,000.

4 Pensions

The permanent Secretariat staff are Civil Servants seconded to the Board from the Prison Service and they are covered by the Principal Civil Service Pension Scheme (PCSPS). The PCSPS is an unfunded multi-employer defined benefit scheme but the Parole Board is unable to identify its share of the underlying assets and liabilities. A full actuarial valuation was carried out at 31 March 2000. Details can be found in the separate scheme statement of the PCSPS.

For 2002/03, employers' contributions of £128,785 were payable to the PCSPS (2001/02: £115,672) at one of four rates in the range 12 to 18.5 per cent of pensionable pay, based on salary bands. It has been agreed that rates will remain the same for the next two years. Employer contribution rates are to be reviewed every three years following a scheme valuation by the Government Actuary. The contribution rates reflect benefits as they are accrued, not when the costs are actually incurred, and reflect past experience of the scheme.

From 1 October 2002, civil servants may be in one of three statutory based "final salary" defined benefit schemes (classic, premium, and classic plus). New entrants after 1 October 2002 may choose between membership of premium or joining a good quality "money purchase" stakeholder based arrangement with a significant employer contribution (partnership pension account).

a) Classic Scheme

Benefits accrue at the rate of 1/80th of pensionable salary for each year of service. In addition, a lump sum equivalent to three years' pension is payable on retirement. Members pay contributions of 1.5 per cent of pensionable earnings. On death, pensions are payable to the surviving spouse at a rate of half the member's pension. On death in service, the scheme pays a lump sum benefit of twice pensionable pay and also provides a service enhancement on computing the spouse's pension. The enhancement depends on length of service and cannot exceed 10 years. Medical retirement is possible in the event of serious ill health. In this case, pensions are brought into payment immediately without actuarial reduction and with service enhanced as for widow(er) pensions.

b) Premium Scheme

Benefits accrue at the rate of 1/60th of final pensionable earnings for each year of service. Unlike classic, there is no automatic lump sum, but members may commute some of their pension to provide a lump sum up to a maximum of 3/80ths of final pensionable earnings for each year of service or 2.25 times pension if greater (the commutation rate is £12 of lump sum for each £1 of pension given up). For the purposes of pension disclosure the tables assume maximum commutation. Members pay contributions of 3.5 per cent of pensionable earnings. On death, pensions are payable to the surviving spouse or eligible partner at a rate of 3/8ths the member's pension (before any commutation). On death in service, the scheme pays a lump sum benefit of three times pensionable earnings and also provides a service enhancement on computing the spouse's or partner's pension. The enhancement depends on length of service and cannot exceed 10 years. Medical retirement is possible in the event of serious ill health. In this case, pensions are brought into payment immediately without actuarial reduction. Where the member's ill health is such that it permanently prevents them undertaking any gainful employment, service is enhanced to what they would have accrued at age 60.

c) Classic Plus Scheme

This is essentially a variation of premium, but with benefits in respect of service before 1 October 2002 calculated broadly as per classic.

Pensions payable under classic, premium and classic plus are increased in line with the Retail Prices Index.

4 Pensions continued

d) Partnership Pension Account

This is a stakeholder-type arrangement where the employer pays a basic contribution of between 3% and 12.5% (depending on the age of the member) into a stakeholder pension product. The employee does not have to contribute but where they do make contributions, these will be matched by the employer up to a limit of 3% (in addition to the employer's basic contribution). Employers also contribute a further 0.8% of pensionable salary to cover the cost of risk benefit cover (death in service and ill health retirement). The member may retire at any time between the ages of 50 and 75 and use the accumulated fund to purchase a pension. The member may choose to take up 25% of the fund as a lump sum.

Pension arrangements for the Chairman, the present Chief Executive and Full-Time Members are broadly by analogy with the schemes within the Principal Civil Service Pension Scheme (PCSPS). There are certain minor modifications to the standard PCSPS arrangements in respect of enhancements. The Board discharges liabilities under the by-analogy pensions by paying pension contributions in cash to the Home Office. The Board's pension contributions are therefore accounted for as if the schemes were defined contribution schemes.

5 Other operating costs

	2002/03 £	2001/02 £
Travel and subsistence	493,256	368,946
Stationery and printing	138,373	103,829
Audit fee	14,828	13,172
Members training	36,070	24,787
Staff training	24,982	30,671
Investors in People	4,747	4,167
Depreciation	8,385	4,948
Research funded by Kings Fund grant	-	13,750
Consultants fees	36,849	-
Information technology costs	10,341	8,383
Miscellaneous costs	11,989	8,355
Total	779,820	581,008

6 Notional costs

Notional costs reflect the costs incurred by the Prison Service in respect of the following services provided to the Board at nil cost. (Indicative costs shown where actual notional costs could only be calculated at disproportionate cost or are unavailable).

	2002/03 £	2001/02 £
Accommodation and other common services	96,588	437,322
Personnel services	17,036	30,435
IT and telecoms	74,881	78,318
Postage	6,760	43,676
Casework legal costs	18,120	83,262
Internal audit and accountancy advice	5,400	7,525
Total	218,785	680,538

Costs shown are significantly lower than in previous years for two main reasons:

- Costs relating to accommodation have not been passed on from the Home Office to the Prison Service for the latter to include in their Operating Cost Statement for 2002/03 and the usual proportion of these that is attributable to the Parole Board has not consequently been passed on to the Parole Board;
- The methodology used by the Prison Service for other costs has been changed.

7 Tangible fixed assets

	Information Technology £
Cost at 1 April 2002	18,098
Additions	9,281
At 31 March 2003	27,379
Accumulated depreciation at 1 April 2002	9,164
Charge for year	8,385
At 31 March 2003	17,549
Net book value at 31 March 2003	9,830
Net book value at 31 March 2002	8,934

8 Debtors: amounts falling due within one year

	31 March 2003 £	31 March 2002 £
Staff debtors	20,824	18,864
Government debtors	*129,987	11,266
Other debtors	199	270
Prepayments	5,340	3,110
Total	156,350	33,510

* Of this £106,604 is monies due from HM Prison Service in respect of a payment made for staff charged to the Prison Service in error. Following this payment the Home Office Pay & Pensions service advised that £106,604 of the payment had not been charged to the Prison Service. HM Prison Service refunded these monies to the Parole Board in 2003/04.

9 Creditors: amounts falling due within one year

	31 March 2003 £	31 March 2002 £
Staff creditors	185,088	131,184
Tax and social security	62,004	44,514
Trade creditors	26,708	64
Accruals	115,168	113,927
Government creditors	*35,828	38,703
Deferred income	**340,000	-
Total	764,796	328,392

* Of this, £916 was the outstanding unpaid balance of the £3,328 bank interest received on the Board's bank account for the year which was liable for surrender to the Prison Service for repayment to the Consolidated Fund.

** Being April 2003 (2003/04) grant-in-aid received on 31 March 2003.

10 Reconciliation of operating deficit to net cash inflow from operating activities

	2002/03 £	2001/02 £
Operating deficit	(301,691)	(710,101)
Notional costs	218,785	680,538
Depreciation	8,385	4,948
Increase in Debtors	(122,911)	(4,029)
Increase in Creditors	435,758	100,762
Net cash (outflow)/inflow from operating activities	238,326	72,118

11 Analysis of changes in cash

	At 31 March 2002 £	Movement £	At 31 March 2003 £
Cash at bank	110,967	229,762	340,729

Cash comprises only cash at bank.

There is no other net debt.

12 Related party transactions

The Parole Board is an Executive Non-Departmental Public Body sponsored by the Prison Service. The Prison Service is regarded as a related party. During the year, the Parole Board had significant material transactions with the Prison Service: provision of grant-in-aid; secondment of staff; provision of accommodation, facilities management, personnel, postage, IT, telecommunications and other professional services at nil cost (See note 6).

During the year none of the Board members, members of the key management staff or other related parties has undertaken any material transactions with the Board.

13 Financial instruments

The Parole Board has no borrowings and relies on grant-in-aid from the Prison Service for its cash requirements, and is therefore not exposed to liquidity risks. It has no material deposits, and all material assets and liabilities are denominated in sterling, so it is not exposed to interest rate risk or currency risk.

14 Contingent liabilities

The Parole Board has no contingent liabilities.

15 Post balance sheet events

With effect from 1 April 2003 the Parole Board is no longer sponsored by the Prison Service but is sponsored by the Directorate of Correctional Services of the Home Office.

16 Financial targets

There were no key financial targets for the Parole Board.

17 Losses and special payments

There were no losses or special payments during the year.

Performance against business plan 2002-2003

Strategic Aim 1

To protect the public and successfully reintegrate prisoners into the community by making rigorous and comprehensive risk assessments to inform decisions on the release and recall of prisoners. To be timely, fair, open and consistent in all those decisions.

Objective	Indicator/target	Performance	
Quality of Decision Making			
1 Devise a robust system for appraising members and implement it	All interviewing members to be appraised by 31/3/03	Achieved	✓
Discretionary Conditional Release (DCR) Cases			
2 To arrange interviews to take place no later than 13 weeks before Parole Eligibility Date (PED)	Average for the year of 90%	84%	✓
3 Interviews to be arranged within 2 weeks of automated request	Average for the year of 90%	91%	✓
4 Interview reports to be completed within 2 weeks of the interview	Average for the year of 90%	97% ¹	✓
5 Parole applications to be completed within 5 weeks of receipt	Average for the year of 95%	73%	✓
6 Decisions / recommendations notified within 2 working days of panel	Average for the year of 95%	99%	✓
Mandatory Lifer cases			
7 Interviews to be arranged within 6 weeks of request	Average for the year of 90%	86%	✓
8 Notify to the Secretary of State mandatory lifer recommendations within 6 weeks of completion of the dossier	Average for the year of 95%	75%	✓
Oral hearings			
9 All extended sentence prisoner cases to be heard within 11 weeks of receipt of dossier	Average for the year of 90%	100%	✓
10 Notify all parties of panel decisions within 5 working days in all cases	Average for the year of 95%	95%	✓
Recalls			
11 To notify the Secretary of State of decisions on recall cases within 2 working days of receipt	Average for the year of 95%	100%	✓
12 To notify the Secretary of State of decisions on representations against recall cases on the day of the panel	Average for the year of 98%	100%	✓
Post-panel work			
13 To reply to request / complaints from prisoners and correspondence from members of the public, external agencies within 4 weeks	Average for the year of 95%	97%	✓
Review of Management Information			
14 To review the content and quality of management information to ensure that it assists in the delivery of the above	Review on a monthly basis with formal reviews by 30/9/02 and 31/3/03	Achieved	✓

✓ Achieved

✓ Partly achieved and ongoing process

¹ Based on a sample of cases

Strategic Aim 2

To deliver value for money by the economic use of available resources and efficient and effective processes and to ensure that internal control is maintained in all areas of operation.

Objective	Indicator/target	Performance	
1 Achieve re-accreditation under the revised Investor in People standard	By 31/12/02	Not achieved. Sound progress has however been made towards re-accreditation at a revised date in 2003/04	✓
2 Complete a Training Needs Analysis for staff and then revise staff development plans to ensure appropriate training is provided	By 30/06/02	Achieved	✓
3 Staff performance appraisal and development reviews (PADR) to be completed on time	95% of 2001/2 reports to be completed by 31/5/02 & 95% of mid year reviews to be completed by 31/10/02	Achieved	✓
4 (a) Conduct a Training Needs Analysis for members (b) Develop an action plan and implement strategy	(a) By 31/7/02 (b) By 30/11/02	Achieved	✓
5 Carry out a thorough review of the Secretariat's Pay and Grades	By 31/3/03 review of grading which was	Partly achieved. The work of the review group continues with a largely completed before the end of the year	✓
6 Produce an action plan to deliver compliance with the Race Relations (Amendment) Act	By 31/10/02	Achieved	✓
Management of finance & accountability			
7 Pay undisputed invoices within 30 days of receipt	100%	98%	✓
8 Claims from members to be checked and processed within 5 working days from the end of each month	100%	100%	✓
9 Carry out a feasibility study to determine the best option for the payment of staff	By 30/9/02	On-going	✓
10 Produce robust profiles of expenditure for expenditure monitoring and cash management purposes	To be reviewed every month	Achieved	✓
11 Introduce forecast unit costs	Costing system to be revised by 30/9/02	Achieved	✓
12 Produce monthly monitoring reports by the 15th working day after the end of the month	100%	Reports, although not meeting this deadline, have been prepared in time for the monthly meetings with SEU	✓
13 Produce financial information for the Audit & Risk Management and Advisory Committees	100%	Achieved	✓
14 To produce end year financial statements for 2001/2 that will receive certification by the C&AG	By 30/9/02	Achieved	✓
15 Produce robust bids for resources which will be sufficient to meet the Board's increasing and changing caseloads	As required to meet the deadlines of the Prison Service	Bids for additional funding in 2002/03 and for increased grant in 2003/04 were successful	✓

Strategic Aim 2 continued

Objective	Indicator/target	Performance	
16 To review members fees allowances for 2003/4	By 28/2/02	Achieved	✓
17 Produce sufficient assurance of internal control for audit, Prison Service and Home Office purposes	Audit plan to be implemented and statements to be prepared to meet the required deadlines	A follow-up audit on agency staff has been completed and the report reflects a much-improved situation. A review of Corporate Governance was conducted.	✓
18 Revise and reissue the Board's Finance Manual	By 30/09/02	Completed by 31 March 2003	✓
19 Develop risk management framework including: (a) contingency plans to be formulated (b) Risk Register to be prepared	(a) By 30/4/02 (b) By 31/5/02	Achieved	✓
20 Analyse the video-conferencing pilot to identify the potential savings	By 31/3/03	Achieved	✓

Strategic Aim 3

To respond to changing demands in order to maintain and develop the quality, effectiveness and efficiency of the Board's risk assessments.

Objective	Indicator/target	Performance	
1 Work with the Sentence Enforcement Unit in implementing the improvement programme following the recommendations from the Review of Parole & Lifer Processes	Timescale for implementation to be agreed with the Sentence Management Group	On-going	✓
2 Review the Corporate Governance framework	By 30/9/02	Completed before 31 March 2003 and now the subject of an internal audit review	✓
3 Produce a new and improved Policy & Procedures Manual	By 31/1/03	Achieved	✓
4 Continue to foster links with others in the criminal justice field	On-going	On-going	✓
5 Devise a programme of work to implement the PR strategy	By 31/3/03	Achieved	✓
6 Review how Charter standards might be applied within the business	Proposals to be made by 30/9/02	On-going	✓
7 Develop the Board's website so that more information is available to the public	Re-launch website by 30/5/02	Achieved	✓
8 To develop a Business Plan for 2003/04	To publish a Business Plan for 2003/04 by 31/3/03	Achieved	✓

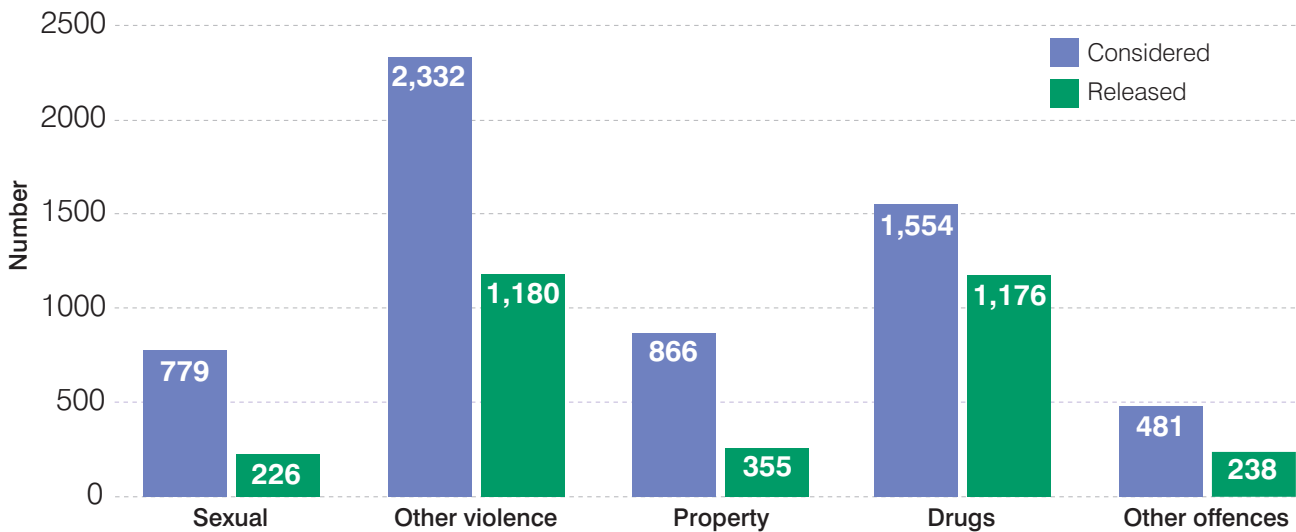
Determinate sentence statistics

Summary of determinate sentence cases considered by the Parole Board 1998/99-2002/2003

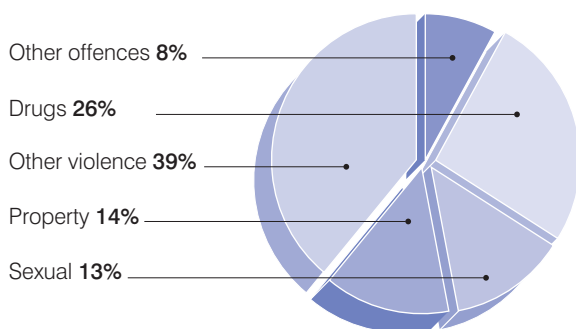
England and Wales	Number of reviews/percentage				
	1998/99	1999/00	2000/01	2001/02	2002/03
Parole Board cases					
Cases considered	6,078	6,219	5,576	5,514	6,012
Recommended for parole	2,383	2,561	2,584	2,791	3,175
Percentage of cases considered recommended for parole	39.2%	41.2%	46.3%	50.6%	52.8%

The following symbols are used in the tables .. not available - nil or negligible * not applicable

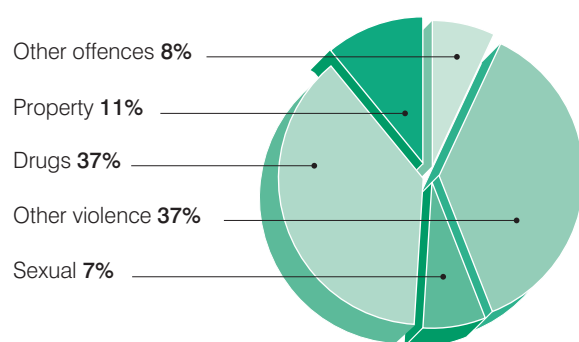
Cases considered and released: by offence group 2002/2003



Determinate sentence cases Considered



Determinate sentence cases Released



Summary of cases considered and released 2002/2003

	Case type/sentence length						All Determinate sentences
	Existing Prisoners			Discretionary Conditional Release			
	Under 15 years	15 years Or more	Total EP	Under 15 years	15 years Or more	Total DCR	
Sexual							
Considered	0	0	0	765	14	779	779
Released	0	0	0	225	1	226	226
% released	-	-	-	29.4%	7.1%	29.0%	29.0%
Other violence							
Considered	0	10	10	2,269	53	2,322	2,332
Released	0	1	1	1,158	21	1,179	1,180
% released	-	10.0%	10.0%	51.0%	39.6%	50.8%	50.6%
Property							
Considered	0	0	0	864	2	866	866
Released	0	0	0	355	0	355	355
% released	-	-	-	41.1%	0.0%	41.0%	41.0%
Drugs							
Considered	0	4	4	1,537	13	1,550	1,554
Released	0	3	3	1,165	8	1,173	1,176
% released	-	75.0%	75.0%	75.8%	61.5%	75.7%	75.7%
Other offences							
Considered	0	1	1	475	5	480	481
Released	0	1	1	236	1	237	238
% released	-	100.0%	100.0%	49.7%	20.0%	49.4%	49.5%
Total							
Considered	0	15	15	5,910	87	5,997	6,012
Released	0	5	5	3,139	31	3,170	3,175
% released	-	33.3%	33.3%	53.1%	35.6%	52.9%	52.8%

From 26 December 1998 the Board's delegated authority was extended to encompass determinate sentence cases of up to (but not including) 15 years.

Category of offence	Offences included
Sexual	Rape, indecent assault, unlawful sexual intercourse, incest, abduction, gross indecency/indecent assault of child, buggery, indecency between males.
Other violence	Manslaughter, attempted murder, conspire, aid, incite murder, making threats to kill, infanticide, death by reckless driving, wounding, assaults, cruelty to children and other offences of violence against the person, possession of firearms with intent, cause explosion, kidnapping, rioting, affray, violent disorder, robbery/assault with intent.
Property	Burglary, aggravated burglary, going equipped, theft, taking and driving away, other thefts, fraud or deception, bankruptcy offences, forgery, handling/receiving stolen goods.
Drugs	Drugs supply, drugs possession with intent to supply, trafficking and importation, drugs possession.
Other offences	Malicious damage, brothel keeping/living off earnings of prostitute, procurement, bigamy, drunken or drugged driving, other indictable offences: (blackmail, reckless driving, driving whilst disqualified, road traffic act, contravention of immigration laws and arson), offence not known/not recorded.

Summary of delegated and undelegated cases 2002/03

Total	Delegated cases	Undelegated cases	All cases
Considered	5,910	102	6,012
Released	3,139	36	3,175

Cases released 2002/03 by length of licence

	Case type/sentence length									
	Existing Prisoners				Discretionary Conditional Release				All determinate Sentences	
	15 years Or more	Total EP Number		Under 15 years	15 years Or more	Total DCR		Number		
			%			Number	%			
Less than 1 month	0	0	0.0%	4	0	4	0.1%	4	0.1%	
1 month but less than 3 months	0	0	0.0%	3	0	3	0.1%	3	0.1%	
3 months but less than 6 months	0	0	0.0%	12	0	12	0.4%	12	0.4%	
6 months but less than 9 months	0	0	0.0%	41	2	43	1.4%	43	1.4%	
9 months but less 12 months	0	0	0.0%	466	0	466	14.7%	466	14.7%	
12 months but less than 15 months	0	0	0.0%	914	0	914	28.8%	914	28.8%	
15 months but less than 18 months	0	0	0.0%	616	0	616	19.4%	616	19.4%	
18 months but less than 24 months	1	1	20.0%	608	1	609	19.2%	610	19.2%	
24 months but less than 36 months	0	0	0.0%	320	7	327	10.3%	327	10.3%	
36 months or more	4	4	80.0%	155	21	176	5.6%	180	5.7%	
All periods	5	5	100%	3,139	31	3,170	100.0%	3,175	100.0%	
Average licence length in months	63.4	63.4		17.9	39.9	18.1		18.2		

The licence runs from the parole date to the licence expiry date and for Discretionary Conditional Release cases includes the non-discretionary period after the non-parole release date (between the two-thirds and the three-quarters points of the sentence, or for some sex offenders, to the end of sentence).

Persons recalled from parole from determinate sentences: by reason for recall, 2002/03

	Number of recalls
Reason for recall	
Further offences	188
Being out of touch	108
Hostel: failure to reside/comply	37
Other reasons	87
All reasons	420

Prisoners on parole from determinate sentences recalled, 1992-2002/03

Year	Number recalled	Recalls as % of average number of parole
1992	983	13.3
1993	773	12.9
1994	300	10.7
1995/96	205	11.2
1996/97	233	11.7
1997/98	190	8.2
1998/99	233	11.1
1999/00	250	10.1
2000/01	267	9.6
2001/02	329	10.9
2002/03	420	13.1

Summary of recall cases 2002/03:

	ACR (short term prisoners)	DCR (long term prisoners*)	Total
Recall requests	4,049	840	4,889
Confirmation of recall	901	533	1,434
Total recalls	4,950	1,373	6,323
Reps after recall	597	326	923
Total cases	5,547	1,699	7,246

(source Sentence Enforcement Unit)

*Includes both prisoners recalled from parole licence and those recalled from non-parole licence after automatic release at the two-thirds point of their sentence.

Determinate sentence parole reviews and decisions, 1969⁽¹⁾-2002/03

Year	Eligible	Opt-outs			Parole granted ⁽²⁾	
		Number	As % of eligibles	Cases considered	Number	As % of cases Considered
1969	7,264	490	6.7%	6,774	1,833	27.1%
1970	8,454	641	7.6%	7,813	2,201	28.2%
1971	10,388	735	7.1%	9,653	2,956	30.6%
1972	9,644	710	7.4%	8,934	2,915	32.6%
1973	10,614	768	7.2%	9,846	3,328	33.8%
1974	10,681	804	7.5%	9,877	3,502	35.5%
1975	10,154	699	6.9%	9,455	4,029	42.6%
1976	10,660	583	5.5%	10,077	4,991	49.5%
1977	10,989	645	5.9%	10,344	5,210	50.4%
1978	10,829	646	6.0%	10,183	4,808	47.2%
1979	10,814	658	6.1%	10,156	4,758	46.8%
1980	10,756	686	6.4%	10,070	5,077	50.4%
1981	10,243	623	6.1%	9,620	5,271	54.8%
1982	9,779	586	6.0%	9,193	5,180	56.3%
1983 ⁽³⁾	10,077	543	5.4%	9,534	5,346	56.1%
1984 ⁽⁴⁾	19,592	521	2.7%	19,071	11,886	62.3%
1985	23,477	565	2.4%	22,912	14,406	62.9%
1986	25,066	686	2.7%	24,380	14,790	60.7%
1987 ⁽⁵⁾	24,432	654	2.7%	23,778	13,994	58.9%
1988	23,771	635	2.7%	23,136	12,760	55.2%
1989	24,445	673	2.8%	23,772	13,751	57.8%
1990	23,937	767	3.2%	23,170	12,885	55.6%
1991	23,041	741	3.2%	22,300	11,899	53.4%
1992 ⁽⁶⁾	25,593	545	2.1%	25,048	14,311	57.1%
1993 ⁽⁷⁾	11,796	340	2.9%	11,456	5,537	48.3%
EP	11,766	340	2.9%	11,426	5,524	48.3%
DCR	30	0	0.0%	30	13	43.3%
1994 ⁽⁷⁾	4,853	226	4.7%	4,627	1,978	42.7%
EP	4,352	226	5.2%	4,126	1,670	40.5%
DCR	501	0	0.0%	501	308	61.5%
1995/96 ⁽⁷⁾⁽⁸⁾	4,403	1,829	41.5%
EP	1,677	456	27.2%
DCR	2,726	1,373	50.4%
1996/97 ⁽⁷⁾	5,184	285	5.5%	4,899	1,761	35.9%
EP	1,233	99	8.0%	1,134	240	21.2%
DCR	3,951	186	4.7%	3,765	1,521	40.4%
1997/98	5,895	653	11.1%	5,242	2,006	38.3%
EP	535	111	20.7%	424	101	23.8%
DCR	5,360	542	10.1%	4,818	1,905	39.5%
1998/99	6,883	805	11.7%	6,078	2,383	39.2%
EP	271	68	25.1%	203	63	31.0%
DCR	6,612	737	11.1%	5,875	2,320	39.5%
1999/2000	7,266	1,047	14.4%	6,219	2,561	41.2%
EP	112	29	25.9%	83	15	18.1%
DCR	7,154	1,018	14.2%	6,136	2,546	41.5%
2000/01	6,662	1,086	16.3%	5,576	2,584	46.3%
EP	57	16	28.1%	41	14	34.1%
DCR	6,605	1,070	16.2%	5,535	2,570	46.4%
2001/02	6,640	1,126	17.0%	5,514	2,791	50.6%
EP	34	7	20.6%	27	11	40.7%
DCR	6,606	1,119	16.9%	5,487	2,780	50.7%
2002/03	7,032	1,020	14.5%	6,012	3,175	52.8%
EP	19	4	21.1%	15	5	33.3%
DCR	7,013	1,016	14.5%	5,997	3,170	52.9%

1 The parole scheme was instigated on 1 April 1968. During 1968 some 9,271 cases were decided, excluding prisoners declining the opportunity of a review. Of these, 1,157 (12.5 per cent) were recommended for parole.

2 Excludes cases where the Board's recommendation of parole was not accepted by the Home Secretary and from 1991, those where the decision to parole was suspended before release.

3 In November 1983, restrictions on parole were announced for persons sentenced to over 5 years for a single offence involving violence, sex, arson or drugs.

4 The minimum qualifying period for parole was reduced from 12 months to 6 months on 1 July 1984. This effectively lowered the normal sentence threshold for parole from 19.5 months to 10.5 months.

5 Remission on sentences up to 12 months was increased from one-third to one-half on 13 August 1987. This effectively removed all such sentences from the parole scheme.

6 The restrictions referred to in footnote (3) above were lifted on 29 June 1992.

7 Existing Prisoners and Discretionary Conditional Release cases. With the implementation of the Criminal Justice Act 1991 prisoners sentenced to less than four years on or after 1 October 1992 are released automatically at the mid-point of their sentences. This led to a progressive reduction of cases with sentences under four years from 1993.

8 The numbers of prisoners declining consideration were not recorded centrally in 1995/96.

Prisoners granted parole: by sentence length, 1992-2002/03

Year	Cases considered				Parole granted ⁽¹⁾				Parole granted as % of cases considered			
	Under 4 years	4 years under 7 years	7 years or more	All sentences	Under 4 years	4 years under 7 years	7 years or more	All sentences	Under 4 years	4 years under 7 years	7 years or more	All sentences
1992 ⁽²⁾	16,020	5,555	3,473	25,048	11,242	2,088	981	14,311	70.2%	37.6%	28.2%	57.1%
1993 ⁽²⁾	4,107	4,582	2,767	11,456	2,871	1,856	810	5,537	69.9%	40.5%	29.3%	48.3%
EP	4,107	4,552	2,767	11,426	2,871	1,843	810	5,524	69.9%	40.5%	29.3%	48.3%
DCR	*	30	0	30	*	13	0	13	*	43.3%	-	43.3%
1994 ⁽²⁾	232	2,379	2,016	4,627	129	1,262	587	1,978	55.6%	53.0%	29.1%	42.7%
EP	232	1,887	2,007	4,126	129	956	585	1,670	55.6%	50.7%	29.1%	40.5%
DCR	*	492	9	501	*	306	2	308	*	62.2%	22.2%	61.5%
1995/96 ⁽²⁾	13	2,780	1,610	4,403	3	1,402	424	1,829	23.1%	50.4%	26.3%	41.5%
EP	13	223	1,441	1,677	3	83	370	456	23.1%	37.2%	25.7%	27.2%
DCR	*	2,557	169	2,726	*	1,319	54	1,373	*	51.6%	32.0%	50.4%
1996/97 ⁽²⁾	0	3,080	1,819	4,899	0	1,317	444	1,761	-	42.8%	24.4%	35.9%
EP	0	57	1,077	1,134	0	9	231	240	-	15.8%	21.4%	21.2%
DCR	*	3,023	742	3,765	*	1,308	213	1,521	*	43.3%	28.7%	40.4%
1997/98	0	3,474	1,768	5,242	0	1,488	518	2,006	-	42.8%	29.3%	38.3%
EP	0	8	416	424	0	2	99	101	-	25.0%	23.8%	23.8%
DCR	*	3,466	1,352	4,818	*	1,486	419	1,905	*	42.9%	31.0%	39.5%
1998/99	0	4,302	1,776	6,078	0	1,840	543	2,383	-	42.8%	30.6%	39.2%
EP	0	3	200	203	0	2	61	63	-	66.7%	30.5%	31.0%
DCR	*	4,299	1,576	5,875	*	1,838	482	2,320	*	42.8%	30.6%	39.5%
		Under 15 years	15 years or more		Under 15 years	15 years or more		Under 15 years	15 years or more			
1999/00		6,100	119	6,219		2,534	27	2,561		41.5%	22.7%	41.2%
EP		3	80	83		0	15	15		0.0%	18.8%	18.1%
DCR		6,097	39	6,136		2,534	12	2,546		41.6%	30.8%	41.5%
2000/01		5,484	92	5,576		2,554	30	2,584		46.6%	32.6%	46.3%
EP		0	41	41		0	14	14		-	34.1%	34.1%
DCR		5,484	51	5,535		2,554	16	2,570		46.6%	31.4%	46.4%
2001/02		5,422	92	5,514		2,759	32	2,791		50.9%	34.8%	50.6%
EP		1	26	27		0	11	11		0.0%	42.3%	40.7%
DCR		5,421	66	5,487		2,759	21	2,780		50.9%	31.8%	50.7%
2002/03		5,910	102	6,012		3,139	36	3,175		53.1%	35.3%	52.8%
EP		0	15	15		0	5	5		-	33.3%	33.3%
DCR		5,910	87	5,997		3,139	31	3,170		53.1%	35.6%	52.9%

⁽¹⁾ Excludes cases where the Board's recommendation of parole was not accepted by the Home Secretary and from 1991, those cases where the decision to parole was suspended before release.

⁽²⁾ See footnotes 5, 6 and 7 to previous table.

Average lengths of licence⁽¹⁾: by sentence length, 1992-2002/03

Year	Sentence length			Months
	under 4 years	4 years under 7 years	7 years or more	All determinate sentences
Existing prisoners				
1992	6.3	9.3	11.1	7.1
1993	7.3	10.6	13.9	9.5
1994	5.4	8.6	15.9	10.9
1995/96	4.5	6.6	14.7	13.2
1996/97	*	5.0	16.2	15.9
1997/98	*	15.2	17.0	17.0
1998/99	*	5.2	14.5	14.3

	under 15 years	15 years and over	
1999/2000	*	13.9	13.9
2000/01	*	28.7	28.7
2001/02	*	17.8	17.8
2002/03	*	63.4	63.4

	under 4 years	4 years under 7 years	7 years or more	All determinate sentences
Discretionary Conditional Release⁽¹⁾				
1993	*	12.0	-	12.0
1994	*	12.6	19.9	12.6
1995/96	*	13.0	19.0	13.2
1996/97	*	13.9	21.1	14.9
1997/98	*	14.3	19.8	15.5
1998/99	*	14.2	20.2	15.4

	under 15 years	15 years and over	
1999/2000	16.5	44.5	16.8
2000/01	17.1	34.7	17.2
2001/02	17.7	35.0	17.8
2002/03	17.9	39.9	18.1

⁽¹⁾ For Discretionary Conditional Release cases, the licence period includes the non-discretionary period after the non-parole release date (between the two-thirds and three-quarters points of the sentence).

Determinate sentence prisoners considered for parole and those recommended for release at any review, mid-1989 to March 2003⁽¹⁾:
by sentence length, type of case and decision regime

Case type and decision regime	Sentence length				All sentences
	Under 4 years	4 years under 7 years	7 years under 15 years	15 years or more	
EPs restricted					
(mid 1989 to 28 June 1992)					
Considered	46,896	9,629	2,402	54	58,981
Recommended	33,968	6,345	1,620	25	41,958
%	72.4%	65.9%	67.4%	46.3%	71.1%
Average Licence (months)	6.1	7.8	6.5	6.5	6.4
EP unrestricted					
(29 June 1992 to March 2003 ⁽¹⁾)					
Considered	11,386	6,685	3,768	231	22,070
Recommended	8,490	4,497	2,472	143	15,602
%	74.6%	67.3%	65.6%	61.9%	70.7%
Average Licence (months)	6.7	9.6	12.5	19.5	8.6
DCR					
(All cases to March 2003 ⁽¹⁾)					
Considered	*	22,463	3,990	29	26,482
Recommended	*	10,849	2,545	24	13,418
%	*	48.3%	63.8%	82.8%	50.7%
Average Licence (months)	*	13.4	19.9	25.7	14.6

⁽¹⁾ Excluding prisoners who, on 31 March 2003 had more than one month to serve before their non-parole release date.

DCR cases considered and released on parole by ethnic group, 2002/03

	4 years under 7 years	7 years under 15 years	15 years or more	Total
Total				
Opt out	515	464	37	1,016
Considered	4,042	1,868	87	5,997
Released	2,301	838	31	3,170
Percentage released	56.9%	44.9%	35.6%	52.9%
White				
Opt out	435	386	26	847
Considered	3,144	1,442	63	4,649
Released	1,781	626	26	2,433
Percentage released	56.6%	43.4%	41.3%	52.3%
Black				
Opt out	55	59	8	122
Considered	571	297	16	884
Released	327	138	4	469
Percentage released	57.3%	46.5%	25.0%	53.1%
South Asian				
Opt out	5	4	1	10
Considered	175	60	2	237
Released	110	30	1	141
Percentage released	62.9%	50.0%	50.0%	59.5%
Chinese and other				
Opt out	20	15	2	37
Considered	152	69	6	227
Released	83	44	0	127
Percentage released	54.6%	63.8%	0.0%	55.9%

Oral hearing statistics

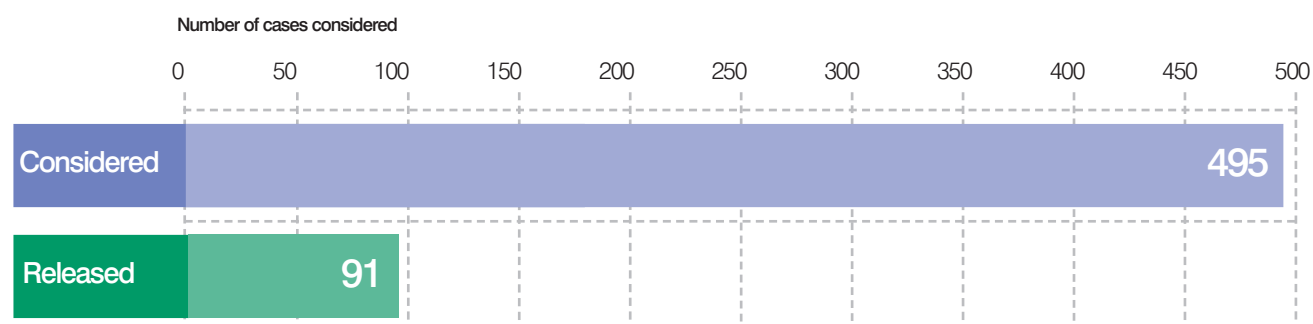
Oral Hearing cases: Summary of Discretionary Life Sentence, Automatic Life Sentence, Her Majesty's Pleasure Detainees and Extended Sentence recall cases considered by the Parole Board 1997/1998-2002/2003

	1997/98	1998/99	1999/00	2000/01	2001/02	2002/03
a Total considered	278	291	282	272	466 ⁽¹⁾	495
b Release directed	39	26	38	43	40	91
c Release not directed	218	239	240	225	383	350
d Standing adjourned at year end	21	26	4	4	43	54
e Transfer to Cat D recommended	36	43	40	49	66	85
f Licence revoked	7	11	9	9	11 ⁽²⁾	12⁽²⁾
g % of cases considered, release directed, b to a	14	9	13	16	9	18
h % of cases considered, release not directed, c to a	78	82	85	83	82	71
i % of cases adjourned, d to a	8	9	1	1	9	11

⁽¹⁾ Includes two MLP oral hearings.

⁽²⁾ Licences revoked by the Secretary of State after advice from the Parole Board. Includes Discretionary and Automatic lifers and HMP Detainees. (source HMP Prison Service – other statistics on this page produced by the Parole Board).

Oral hearings: Cases considered and number where release is directed



Mandatory life sentence statistics

Summary of Mandatory Life Sentence cases decided 1997/1998 to 2002/2003 England and Wales

	1997/98	1998/99	1999/00	2000/01	2001/02	2002/03
Consideration for release						
a Total considered	634	462	621	531	513	673
b Recommended for release	112	101	123	130	89	126
c Not recommended for release	509	343	487	389	401	522
d Deferred for further consideration	13	18	11	12	23	25
Recall cases⁽¹⁾						
e Life licence revoked	38	37	39 ⁽²⁾	26 ⁽²⁾	15 ⁽²⁾	18⁽²⁾
Prisoners representations against recall						
f Total considered	9	10	25	16	22	18
g Representations accepted	4	3	7	1	7	5
h Representation rejected	5	7	17	15	15	12
i Rejected but release granted on other grounds	–	–	1	–	–	1
Other cases considered						
j Total considered	71	66	121	185	118	206
k Variation of licence conditions and other advice cases	27	30	70	108	61	82
l Hospital transferees recommended for release	1	–	–	–	–	–
m Hospital transferees not recommended for release	–	–	–	–	–	–
n Hospital transferees referred for advice	–	–	–	–	–	–
o Pre-tariff discretionary, ALP and HMP cases referred	43	36	51	77	55	124
p % of cases considered and recommended for release, b to a	18	22	20	25	17	19
q % of cases considered but not recommended for release, c to a	80	74	78	73	78	77
r % of cases considered and deferred for further consideration, d to a	2	4	2	2	5	4

⁽¹⁾ Includes review of recalled life licensees in one year but whose representations against recall were considered the following year.

⁽²⁾ Life licences revoked by the Secretary of State after advice from the Parole Board (source HM Prison Service – other statistics on this page produced by the Parole Board)

Membership of the Parole Board between 1 April 2002 and 31 March 2003

***David Hatch, CBE, JP** Chairman. Former MD BBC Radio. Chairman of the National Consumer Council (1995 - 2000). Chairman of the Services Sound and Vision Corporation 2000 - (*Appointed November 2000*).

***The Hon Mr Justice Gage** High Court Judge. Vice-Chairman from December 2002. (*Appointed February 2001*).

***The Hon Mr Justice Scott Baker** High Court Judge. Vice-Chairman from June 2000 to December 2002. (*Appointed February 1999*) (*Resigned December 2002*).

Lindsay Addyman Former: Assistant Prisons' Ombudsman; Home Secretary's Advisory Board and Chairman BOV HMP Full Sutton. Full-time Parole Board member 1992 - 1998. (*Appointed July 2000*).

Dr Akintunde Akinkunmi Consultant Forensic Psychiatrist, West London Mental Health NHS Trust, Uxbridge Road, Southall, Middx UB1 3EU. (*Appointed July 2002*).

Mr Kofi Appiah, LLB Barrister at law. Freeman of the City of London. Former Assistant State Attorney Ghana. Past Mayor of London Borough of Tower Hamlets. Former Director Spitalfields Market Community Trust Company Trustee. Currently Local Government Officer. (*Appointed August 1998*).

Dr Ann Barker, MRC Psych, MPhil Consultant Forensic Psychiatrist, the Bracton Centre, Bexley, Kent. (*Appointed September 2001*).

Dr Claire Barkley, MBChB., MSc., MHSM., MRC Psych Consultant Forensic Psychiatrist. Director of Womens Forensic Mental Health Service, West Midlands. Hon Senior Clinical Lecturer University Birmingham. (*Appointed September 2001*).

His Hon Judge Bing Circuit Judge, Snaresbrook Crown Court since 2000. Formerly a Metropolitan Stipendiary Magistrate (1989 - 2000). (*Appointed July 2002*).

His Hon Judge Boal, QC Circuit Judge, Central Criminal Court. (*Appointed September 2001*).

Mrs Sally Brady Formerly Assistant Chief Probation Officer Lincolnshire. Past member LRC HMP Hull. (*Appointed July 2000*).

Mr David Brown, JP FRICS, MCI Arb Vice-President of the Eastern Rent Assessment Panel. Consultant Surveyor. (*Appointed July 1999*).

Miss Penny Buller Formerly Chief Probation Officer, East Sussex Probation Service. (*Appointed July 1996*).

His Hon Judge Quentin Campbell Metropolitan Stipendiary Magistrate (1981 - 1995). Circuit Judge since 1996. Legal Member Mental Health Review Tribunal 1997. (*Appointed July 2000*).

Dr Paul Chesterman, MB BS, B Sc MRCP, MRC Psych, Dip.Criminol, DFP Consultant Forensic Psychiatrist, Three Bridges Regional Secure Unit, formerly Lecturer in Clinical Forensic Psychiatry, Institute of Psychiatry. (*Appointed September 2001*).

Dr Barry Chipchase, MB, ChB MRC Psych, MBA Consultant in Adolescent Psychiatry. Newcastle General Hospital. (*Appointed July 2002*).

Ms Tia Cockrell Barrister. Formerly a member of the Government Legal Service at the Attorney General's Chambers. (*Appointed July 2000*).

His Hon Judge Connor Circuit Judge, Middlesex Crown Court and Wood Green Crown Court. (*Appointed August 1998*).

Mr Tom Cook Former Deputy Chief Constable West Yorkshire Police and Advisor to the Inquiry into the death of Stephen Lawrence. (*Appointed July 2000*).

***Mr Gerry Corless, CBE** Former Local Authority Chief Executive – Southwark, Sefton and West Glamorgan. Formerly Chairman of Board of Housing for Wales. Commissioner for the Rights of Trade Union Members. Area Manager – 2001 Census. (*Appointed July 1999*).

His Hon Judge Cottle Circuit Judge. (*Appointed July 2002*).

Mrs Jane Coward, MBE, JP Former Chairman Shropshire Probation Committee. Former Non-Executive Director Shropshire Community Health Trust. (*Appointed July 1996*). (*Retired September 2002*).

His Hon Judge Cutler Circuit Judge, Winchester Crown Court. (*Appointed 2001*).

Dr Susan Davenport, MRC Psych, DPM, MB, BS Consultant Psychiatrist, General Adult Psychiatry. (*Appointed August 1998*).

His Hon Judge Coltart Circuit Judge. (*Appointed September 1997*).

Membership of the Parole Board between 1 April 2002 and 31 March 2003

continued

***Ms Jo Dobry** Full-time Member responsible for Press and PR. Barrister and Journalist. Formerly Member of the Police Complaints Authority. (*Appointed September 2001*).

Mr Roland Doven, JP Vice-Chairman, Lambeth Primary Care Trust. Lay Member, The General Medical Council. Freelance Consultant in Philanthropy. (*Appointed September 1997*).

Mrs Ruth Draycott, OBE, JP Former BOV Member HMP The Verne. (Formerly BOV HMP Ranby, and BOV and LRC HMP Morton Hall). Former Chairman, National Advisory Council for Board of Visitors. (*Appointed July 1999*).

His Hon Mark Dyer Retired Senior Circuit Judge. Former Hon Recorder of Bristol. Retired 1st June 2001. Parole Board Member between 1992 and 1996. (*Appointed July 2002*).

His Hon Judge Faulks Circuit Judge, Newcastle upon Tyne. (*Appointed July 2002*).

Dr Matthew Fiander Research Fellow, St George's Hospital Medical School, University of London. (*Appointed July 2002*).

His Hon Judge Forrester Circuit Judge, Central Criminal Court. (*Appointed July 2002*).

Mrs Diana Fulbrook Chief Officer, National Probation Service for England and Wales. (*Appointed September 2001*).

Mrs Jane Geraghty Chief Officer Humberside Probation Area. Non-executive Director Nottinghamshire Mental Health Tribunal. (*Appointed September 2001*).

Dr Steve Goode, CBE Chief Officer, National Probation Service for England and Wales (Derbyshire). Director of Community Justice National Training Organisation. Fellow Royal Society of Arts. (*Appointed July 2000*).

Mr Patrick Grattan MBE Chief Executive, Third Age Employment Network. (*Appointed September 1997*).

His Hon Judge Griffiths Circuit Judge, Western Circuit. (*Appointed July 1996*).

Mr John Harding CBE Visiting Professor in Criminal Justice Studies, Hertfordshire Univ. Chair elect, Addaction, UK; Trustee-Youth Advocates Programme, UK; Trustee-Building Basics Trust, UK; Formerly Chief Probation Officer, Inner London Probation Area (1993 to 2001). (*Appointed July 2000*).

His Hon Judge Hawkesworth Called to the Bar 1972. Member of Gray's Inn. Practiced at Fenner Chambers, Cambridge 1974 - 1999. Appointed to the Circuit Bench September 1999. (*Appointed September 2001*).

Mrs Dianne Hayle, JP Director, Solo Petroleum Ltd. Lecturer in Information Technology and Management at National Business College. (*Appointed September 1997*).

Dr Carol Hedderman Deputy Director, Criminal Policy Research Unit, South Bank University. (*Appointed September 2001*). (*Resigned August 2002*)

Mr Michael Hennessey Former Director of Social Services for Shropshire CC and Bolton MBC. Member of the Board of Coverage Care (Shropshire) Ltd. Consultant to the Board of Branas Isaf Personal Development Centre Ltd. (*Appointed August 1998*).

Ms Lesley Hilton Former Lecturer, Training Consultant. Ex-Councillor London Borough of Redbridge. Former Chair London Ecology Committee. Member of Redbridge Racial Equality Council. (*Appointed August 1998*).

Her Hon Judge Hindley, QC Birmingham Crown and County Courts. (*Appointed August 1998*).

Miss Julia Holman Solicitor, Legal Member Mental Health Review Tribunal: Training Officer London Criminal Courts Solicitors Association. (*Appointed July 2002*).

Mrs Veronica Horman, JP Trustee of the Henry Smith Charity. Former Non-Executive Director of the Queen Victoria Hospital NHS Trust. Former Member West Sussex Probation Committee. (*Appointed July 1996*). (*Retired September 2002*).

Mr Trevor Hoyland Former Detective Superintendent, South Yorkshire Police. (*Appointed July 2002*).

Miss Sally Hubbard, QPM Former Member of the Home Secretary's Advisory Board on Restricted Patients. Former HM Assistant Inspector of Constabulary. (*Appointed July 1996*). (*Retired September 2002*).

Her Hon Judge Hughes, QC Barrister 1974. Bencher Inner Temple 1994. QC 1994. Circuit Judge S.E. Circuit 2001. (*Appointed July 2002*).

***Dr Chris Hunter, MB, BS, FRC Psych** Consultant Forensic Psychiatrist. Clinical Director of South Wales Forensic Psychiatric Service. Advisor in Forensic Psychiatry to the Welsh Assembly. Medical member of the Mental Health Review Tribunal (*Appointed June 1995*). (*Re-appointed September 2001*).

Mr Michael Hursey, JP Former Headteacher, The Grange Comprehensive School, Stourbridge, West Midlands. Education Consultant. OFSTED Inspector. Assistant Director, National Education Assessment Centre (Midlands). (*Appointed September 1997*).

Ms Joy Julien Director of Royal Courts of Justice Citizen's Advice Bureau. Member of the Civil Justice Council. Member of the Court of Appeal User Committee. Member of the Chancery Division User Committee. (*Appointed July 2002*).

His Hon Judge Geoffrey Kamil Circuit Judge - Bradford Crown Court and Leeds Civil Hearing Centre. (*Appointed July 2000*).

Ms Mary Kane, JP Solicitor Regional Chairman Mental Health Review Tribunal (London South, South and South West England), Family Mediator. (*Appointed July 1996*). (*Re-appointed July 2002*).

Dr Adarsh Kaul, MB BS, MRC Psych Consultant Forensic Psychiatrist, Nottingham Forensic Service. (*Appointed MA (Criminology) September 2001*).

***Dr I Keitch, MB, Ch B, MRC Psych** Consultant Forensic Psychiatrist at Rampton Special Hospital. (*Appointed July 1996*). (*Retired September 2002*).

Mr William Khan Barrister, Formerly Head of Eastbourne Chambers. Full-time Immigration Adjudicator, Immigration Appeals. Previously a member of the Kent and Sussex Criminal Justice Liaison Committee. (*Appointed July 2000*).

Ms Assia King Member of Appeals Service. Voluntary sector background working with a variety of social issue based organisations. (*Appointed August 1998*).

Professor Roy King Professor and Director of Centre for Comparative Criminology and Criminal Justice, University of Wales Bangor. Founder Member of Parole Board 1968 - 1971. (*Appointed September 2001*).

Dr Dora Kohen, MD, FRC Psych Professor of Psychiatry, Lancashire Postgraduate School of Medicine, Preston, Lancashire. (*Appointed September 1997*).

Mrs Brenda Large, JP, BA, LLB Member of the Criminal Justice System Committee of the Magistrates' Association, and of the Lord Chancellor's Advisory Committee for West Sussex. Lay Member of the Standards Committee of Horsham District Council. (*Appointed July 1999*).

***His Hon Judge Lawrence** Circuit Judge. Legal Member Mental Health Review Tribunals since 1989. President, Industrial Tribunals for England and Wales 1991 - 1997. (*Appointed August 1998*).

Mr Robin Lipscombe, JP Vice chairman Hertfordshire Police Authority. Past Chairman North Hertfordshire Police Community Partnership. Former Managing Director, ACO Technologies, plc. (*Appointed July 2000*).

Mrs Waveney Lloyd, RMN, RGN Former LRC Hindley. Former Parole Board Member (1986 - 1989). Former Trustee Butler Trust. (*Appointed September 1997*).

Dr Martin Lock, MB BS, MRC Psych Consultant Forensic Psychiatrist, Three Bridges Regional Secure Unit, North Thames. (*Appointed July 2000*). (*Resigned July 2003*).

Dr Judith MacKenzie Visiting Psychiatrist and Psychotherapist to the Home Office. (*Appointed August 1998*).

Dr H McClelland, MB, FRCP, FRC Psych Consultant psychiatrist Newcastle-on-Tyne. (*Appointed July 1996*). (*Retired June 2002*).

Miss Linda McHugh Management Consultant. Vice-Chairman, Community Housing Association. (*Appointed September 2001*). Director of Canalside Housing Partnership. (*Appointed July 2002*).

His Hon Judge McNaught Resident Judge at Swindon. Member of Probation Board for Wiltshire. Chairman of the Wiltshire Criminal Justice Strategy Committee and Legal Member of the Mental Health Review Tribunal. (*Appointed September 1998*).

Ms Pam McPhee Chief Probation Officer, Co Durham Probation Service. Former Member LRC HMP Gartree. (*Appointed July 2000*).

His Hon Judge Macgill Circuit Judge. (*Appointed September 2001*).

Membership of the Parole Board between 1 April 2002 and 31 March 2003

continued

His Hon Judge Maddison Circuit Judge. Recorder of Manchester. (*Appointed July 1996*). (*Retired June 2002*).

Mrs Lilian March, JP Former Member BOV and LRC HMP Durham. (*Appointed July 1996*). (*Retired September 2002*).

Mr Robert Mathers Deputy Chief Probation Officer, Greater Manchester Probation Service. Former Member of the Council of Chief Officers of Probation. Former Chairman, Home Office Safer Cities Project. (*Appointed August 1998*).

His Honour Keith Matthewman, QC Retired Circuit Judge. Member of Notts Probation Committee 1986 - 2001. MHRT. 1993-99. External Examiner, BAR Vocational Course (Bar Council) Nottingham Law School Ltd, Nottingham Trent University 2000 - (*Appointed July 1996*). (*Retired June 2002*). Judge Appraiser 2002 - .

Dr D Mawson, MB, BS, DPM FRCPsych Consultant Forensic Psychiatrist, Cheddon Lodge, Cheddon Road Taunton, Somerset, TA2 7AZ. Formerly Medical Director Broadmoor Hospital. (*Appointed June 1995*). (*Re-appointed September 2001*).

Ms Angela Montgomery Solicitor/Secretary, Humberside Probation Service. Formerly Crime and Disorder Solicitor for Liverpool and Salford City Councils. (*Appointed July 2000*).

Mrs Heather Morgan Solicitor, Legal Member Mental Health Review Tribunal; Law Society Adjudicator. (*Appointed July 1999*).

His Hon Judge David Wynn Morgan Circuit Judge. (*Appointed July 2002*).

***Mr Stephen Murphy** Chief Officer, National Probation Service Northumbria Area, formerly Chief Probation Officer, Hampshire and the Isle of Wight. Member of the Northern Ireland Life Sentence Review Commission. Former LRC member HMP Wandsworth. (*Appointed June 1995*). (*Re-appointed September 2001*).

Mr David Mylan Solicitor. Part-time Legal Member MHRT. Law Society Assessor for MHRT Panel Membership. (*Appointed September 2001*).

Mr Paul Nicholson, JP Magistrate, City of Newcastle upon Tyne. Former Chairman Thames Valley Magistrates' Courts Service. Director, Key Holdings plc. (*Appointed July 2000*).

Miss Erica Norton, OBE Former Assistant Chief Constable, Leicestershire Constabulary. Member of the Criminal Injuries Compensation Appeals Panel: Member of the Advisory Board on Restricted Patients. (*Appointed July 1996*). (*Retired September 2002*).

Dr Richard O'Flynn Consultant Psychiatrist, West Suffolk Hospital. (*Appointed September 2001*).

Dr Richard Osborn Former Manager with British Petroleum. (*Appointed July 1999*).

Dr Deji Oyeboode, MB, BS, Dip.Criminol M Phil, MRC Psych Medical Director, South West London & St George's Mental Health NHS Trust, Springfield University Hospital, London. (*Appointed July 2000*).

***Mr Peter Palmer, JP** Former Manager with British Petroleum. (*Appointed June 1995*). (*Re-appointed September 2001*).

Mr Graham Park, CBE Solicitor in Private Practice. Member of the Criminal Injuries Compensation Appeals Panel. (*Appointed July 1996*). (*Retired September 2002*).

Mr Ted Parry, MBE Former Chief Superintendent, Northamptonshire Police. Chairman of Northamptonshire Prince's Trust Committee. (*Appointed July 1999*). (*Resigned June 2002*).

Mrs Sylvia M Peach, OBE, JP Former member of N.E. Hants Advisory Committee. Former member of BOV and LRC at HMP Winchester. (*Appointed June 1995*). (*Re-appointed September 2001*).

***Mr Tony Pembroke, JP** Formerly a Manager with IBM UK Ltd. (*Appointed August 1998*).

Mr Mo Pirani University Lecturer, currently involved in a research project. Ex JP and active in community organisations. (*Appointed August 1998*).

***Lady Pitchers, MBE JP** A Parole Board Member from 1991 to 1997. A Member of the Advisory Board on Restricted Patients and the Judicial Studies Board Magistrates Committee. Part-time Lecturer in Criminology, University of Loughborough. (*Appointed August 1998*).

***Mr Arthur Price-Jones, LLB** Solicitor. Former Town Clerk of Leicester City Council. Past Member of the Council of The Law Society. (*Appointed September 1997*).

His Hon Judge Pugsley Circuit Judge, Derby Combined Court. (*Appointed September 1998*).

Mr Malcolm Rae Member of the Youth Justice Board Health Committee. (*Appointed July 2002*).

Mrs Pat Rance Retired ACPO County of Dorset. Former Parole Board member 1992-1997. (*Appointed July 1999*). (*Resigned September 2002*).

Alistair Reeve, JP Insurance Under Writer. (*Appointed July 1999*).

His Hon Judge Robbins Circuit Judge since 1994. President Mental Health Review Tribunal since 1995. (*Appointed September 2001*).

His Hon Judge Roberts Circuit Judge, South Eastern Circuit. Appointed November 1999. Member Criminal Injuries Compensation Board 1996 - 1999. (*Appointed July 2002*).

Mr Terry Russell Former Secretary to the Parole Board for England and Wales. (*Appointed July 1996*). (*Retired September 2002*).

Professor Andrew Rutherford Professor of Law and Criminal Policy. Faculty of Law, University of Southampton; Dean of Law Faculty since 1999. (*Appointed September 2001*).

Mr John Sadlik, JP Lord Chancellor's Advisory Sub Committee for North Durham. Member of Employment Tribunals Panel. Member of Rent Appeal Tribunal Panel. (*Appointed July 1996*).

Her Hon Judge Audrey Sander Circuit Judge. Legal Member Mental Health Review Tribunal. (*Appointed July 2000*).

Dr Gwyneth Sampson Consultant Psychiatrist. Medicazl Member MHRT. (*Appointed July 2002*).

Dr Jawad Sheikh Consultant Psychiatrist. Medical Member of MHRT. SOAD for Mental Health Act Commission and Examiner for the Royal College of Psychiatrists. Member of the Multi-Regional Ethical Committee (MREC). (*Appointed August 1998*).

Dr Girish Shetty, MB, BS, MRC Psych Consultant Forensic Psychiatrist, East Anglian Forensic Psychiatric Services, The Norvic Clinic. (*Appointed July 1996*). (*Re-appointed July 2002*).

Dr Alan Smith, B Sc(Hons), MB, Ch B, M Phil, MRC Psych Consultant Forensic Psychiatrist, Addenbrooke's Hospital, Cambridge. (*Appointed July 2002*).

His Hon Judge James Spencer, QC Circuit Judge Leeds and Bradford. (*Appointed July 2002*).

Mr John Staples Former Area Manager of Yorkshire Prisons. Trustee of Compass (Drug referral agency), Howard League and mentor to prison governors. (*Appointed August 1998*).

***Mr Nigel Stone** Senior Lecturer in Criminology and Criminal Justice, University of East Anglia. (*Appointed September 1997*).

His Hon Angus Stroyan QC Retired Senior Circuit Judge. Former Recorder of Newcastle-upon-Tyne. (*Appointed July 1996*). (*Retired September 2002*).

Mrs Janet Summers, JP Vice Chairman West Midlands Police Authority; Chairman, Sutton Coldfield Bench; Human Resources Manager. (*Appointed July 1996*). (*Retired September 2002*).

Dr Marion Swan, MB, BS, FRC Psych. Consultant Forensic Psychiatrist. Parole Board Member 1992 - 1998. (*Appointed July 2000*).

Mr David Swaysland Independent Social Work Consultant. Former Assistant Director of Social Services, Dudley MBC and former Assistant General Secretary, British Association of Social Workers (BASW). (*Appointed September 1997*).

Dr D Tamlyn, MB, BS, MRC Psych Consultant Psychiatrist at Rampton Special Hospital. Member of the Mental Health Review Tribunal. (*Appointed September 1997*).

Mrs Kay Terry Victim Support and Witness Service Consultant. Former Social Policy Researcher and Author. (*Appointed July 2002*).

His Hon Judge Thornton QC Circuit Judge. (*Appointed July 2002*).

Mrs Lynne Tolan Former Detective Chief Inspector, West Yorkshire Constabulary. Lay Assessor for General Medical Council. (*Appointed July 1999*).

Membership of the Parole Board between 1 April 2002 and 31 March 2003

continued

Sir Richard Tucker Retired High Court Judge. Vice-Chairman June 1998 - June 2000. (*Appointed June 1996*).

***Mrs Jo Turnbull, JP, LLB** Member of County Durham Probation Board. Former Member BOV Frankland and Deerbolt. Chairman County of Durham and Darlington Priority Services Trust. Former Member Lord Chancellor's Advisory Committee for Durham. (*Appointed June 1995*). (*Re-appointed September 2001*).

His Hon Judge Viljoen Circuit Judge Watford County Court. (*Appointed September 1997*).

His Hon Brian Watling, QC Retired Circuit Judge. Resident Judge Chelmsford Crown Court 1997 – 2001. (*Appointed July 2002*).

***Ms Mollie Weatheritt** Full-time Member. Formerly Assistant Director The Police Foundation. (*Appointed November 1998*).

Ms Tessa West Criminal Justice Consultant. (*Appointed July 1999*).

Mr Chris Wheeler Formerly Chief Probation Officer Wiltshire Probation Service. (*Appointed September 1997*).

Mr Alan Whiffin Formerly Chief Probation Officer, Bucks and Oxfordshire. (*Appointed July 1999*).

Mr Dick Whitfield Formerly Chief Probation Officer, Kent. Chairman, Howard League for Penal Reform. (*Appointed July 1999*).

Mr Peter Wilshaw Formerly Detective Chief Superintendent and Head of Humberside CID. (*Appointed July 1999*).

Dr Simon Wood, MB, Ch B Med Sc, MRC Psych Consultant Forensic Psychiatrist/Clinical Director with Hull and M East Riding Community NHS Trust. Medical Member, MHRT. (*Appointed August 1998*).

Dr Anne Worrall Reader in Criminology, Keele University. (*Appointed September 2001*).

Ms Yaa Yeboah Barrister and International Development Law Consultant. (*Appointed July 2002*).

His Hon Christopher Young Retired Circuit Judge. (*Appointed September 1997*).

* Members of the Advisory Committee during 2002-2003

The Board maintains a register of members' interests which is open to public inspection. Anyone wishing to inspect the register may write to the Chief Executive, Parole Board, Abell House, John Islip Street, London SW1P 4LH.

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