**To:** **The Chair of the Probation Board/Trust**
**The Chief Officer of the Probation Board**
**The Chief Executive of the Probation Trust**
**(Copy enclosed for the Head of Human Resources)**
**The Secretary of the Probation Board/Trust**
**Members of the NNC**

19 August 2009

## NNC CIRCULAR NO.10/2009

Dear Madam/Sir

### Napo AGM – 1-3 October 2009

The Napo Annual Conference will take place from 1$^{st}$ – 3$^{rd}$ October 2009 in Torquay. Discussions have taken place at the National Negotiating Council between Napo, the Employers and NOMS that have highlighted the positive benefits of encouraging attendance by members and representatives of Napo at this Conference. In this context, Napo and the Probation Association, on behalf of the Employers, are working together to support change in the wider service and supporting Napo in achieving constitutional change is a key activity in this. The Conference also provides opportunities for the continuing professional development of Napo members.

The NNC would like to encourage Probation Employers to grant one day's facilities leave. It should be recognised that there are two groups of employees who may wish to attend the Conference as it is both a representational conference and will also include matters relevant to continuing professional development. The first group of employees are trade union officials and the NNC would expect accredited representatives to make use of any pre-agreed union facilities time to help to mitigate costs and that this should be a factor in local discussions. The second group are Napo members for whom release would be subject to the usual requirements about meeting the operational needs of the Service.

It is recognised that Boards and Trusts are under increasing pressures to reduce costs and this may well be a barrier to release that neither party can find a way through. However, should there be any specific problems, the Joint Secretaries will be available to assist where possible.

Yours faithfully

**Christine Lawrie**
**Jonathan Ledger**

**Joint Secretaries**