

**PROBATION BOARD FOR NORTHERN IRELAND****BOARD MEETING – 19 JULY 2013****339<sup>TH</sup> MEETING – 9<sup>TH</sup> OF TENTH TERM OF OFFICE**1. ATTENDANCE1.1 Present

Mrs V Patterson (Chairman)  
Mr R Mullan (Deputy Chairman)

Mr D Brown	Mrs M O'Rourke
Mrs J Erskine	Ms P Shepherd
Mrs L Jennett	Mr M Wardlow
Mr T O'Hanlon	

1.2 Officials

Mr B McCaughey (Director)  
Ms C Lamont (Deputy Director Operations)  
Mr D Van der Merwe (Deputy Director Finance and Corporate Services)  
Ms S Forrester (Secretariat)

2. APOLOGIES FOR ABSENCE

Apologies were received from Mr Jardine, Mr McAllister, Mr Rose and Dr Wilson.

3. WELCOME AND CONFLICTS OF INTEREST

The Chairman welcomed everyone to the meeting which had been called after the June 2013 Board meeting to deal with issues related to the budget for 2013-14.

No conflicts of interest were declared.

4. BUDGET 2013/14 – SCENARIOS FOR SAVINGS – (Paper 78/13)

The Deputy Director of Finance and Corporate Services presented a paper which set out a number of different scenarios and options to identify savings to meet the budget deficit of £473,000. The scenarios and options were presented in the following tables:

Table 1 – Actions recommended for implementation in current year.

Table 2 – Actions not recommended for implementation in current year.

Table 3 – Natural attrition (providing greater detail for Table 1).

Table 4 – Vacate premises on quarter to quarter leases.

Table 5 – Vacate owned premises and sell.

Table 6 – Vacate owned premises and rent out.

In the course of a detailed discussion, Members raised the matter of overhead costs which were noted on the paper and asked for further detail. It was noted that this included car parking, travel, etc. They commented on the fact that these might need to be revisited for potential savings in the future. In the meantime it was recommended that the Deputy Director of Finance and Corporate Services renegotiate rental costs for car parking.

**Action: Deputy Director of Finance and Corporate Services to renegotiate rental costs for car parking.**

The Board agreed Table 1 and noted that most of the £473,000 savings should come from natural attrition of staff. Concern was raised about the viability of recovering monies from the DoJ for the development of domestic violence work, which increased the deficit.

In response to a question, the Director expressed confidence that savings would be made.

The Board asked for a monthly report on progress to date on meeting the savings.

**Action: Deputy Director of Finance and Corporate Services to bring to the Board a monthly report on progress to date on meeting the savings.**

The Chairman thanked Members and staff for their contributions to this important debate.