

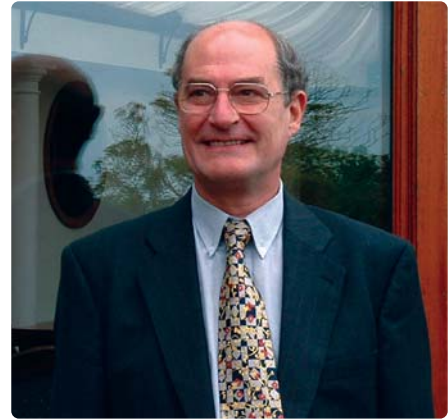
The Parole Board for Scotland

Corporate Plan 2005

Foreword

I have pleasure in presenting the Parole Board's fourth Corporate Plan, covering the financial years 2005-08.

Parole continues to perform a crucial function within the Criminal Justice System. It provides a positive motivation for all those involved in penal establishments to address offending behaviour and develop realistic release plans. It also ensures supervision, both supporting and monitoring those released from long-term sentences, and maximising their chances of successful reintegration into the community after the period of exclusion deemed appropriate as the punishment for their crimes. Parole thus promotes public safety through social inclusion.



The period of our last Corporate Plan witnessed several changes which impacted greatly on our workload. With the support of Scottish Ministers, we have continued to meet all our targets and provision is now made to ensure that we can continue to do so throughout the coming three years. Ministers have agreed to increase the number of members of the Board to relieve the stress which the additional workload has placed on our part-time membership. We shall endeavour to have new members trained and ready for the full range of duties as quickly as possible.

The Board does not anticipate that the pressure for change will disappear. Indeed, we constantly review our activities to ensure that we fully comply with the requirements of the Human Rights Act and all relevant legislation, and in a way which provides best value for money. We have thus rearranged our schedule of meetings to reduce the number of members present at each meeting and to ensure that maximum preparation time is available to members. We are also examining in detail the results of the first comprehensive research into the outcomes of our decisions with a view to improving substantive performance. We need to work on reducing our "wrong" decisions, both those where a released prisoner goes on to commit a further offence and those, more numerous, where a prisoner refused parole does not re-offend when ultimately released. We also welcome the fact that the Sentencing Commission is to undertake a review of early release provisions and look forward to co-operating in that process.

The Board's primary objective is to contribute to a safer Scotland. This Corporate Plan outlines how we propose to do that for the next three years.

A handwritten signature in black ink, which appears to read 'James J McManus'. The signature is fluid and cursive, written on a white background.

James J McManus
Chairman

Chapter 1

General

1. This is the fourth Corporate Plan prepared by The Parole Board for Scotland. The purpose of this Corporate Plan is to explain the Board's functions; how it proposes these should be fulfilled; the Board's objectives; and its performance targets. The Plan covers the years 2005/06, 2006/07 and 2007/08.

Statutory Powers and Functions

2. The Parole Board for Scotland exists under the provisions of the Prisons (Scotland) Act 1989, the Prisoners and Criminal Proceedings (Scotland) Act 1993, the Convention Rights (Compliance) (Scotland) Act 2001 and the Criminal Justice (Scotland) Act 2003.

3. The Board has powers to:

direct the release of determinate sentence prisoners serving 4 years or more and it may also make directions as to the licence conditions of such prisoners;

- direct the release of prisoners serving extended sentences where the custodial term is 4 years or more, make directions as to the licence conditions of such prisoners and make directions regarding the licence conditions of extended sentence prisoners where the combined custodial and extension period is 4 years or more;
- direct the release on life licence of life prisoners;
- recommend the recall to custody of those who were sentenced to a determinate sentence of 4 years imprisonment or more, life sentence prisoners who have been released on parole or life licence and extended sentence prisoners in circumstances where such action is considered to be in the public interest.

4. The Board may direct the Scottish Ministers to re-release any prisoner who has been recalled to custody without a recommendation of the Board or any prisoner who has been recalled with such a recommendation. The cases of life prisoners and extended sentence prisoners who are recalled to custody must be considered by a Tribunal of the Board.

5. The Board advises the Scottish Ministers on additional conditions to be attached to prisoners' release licences.

The Parole Board Rules

6. The Parole Board (Scotland) Rules 2001, set out the matters which may be taken into account by the Board in considering references by the Scottish Ministers. These are:-

- the nature and circumstances of any offence of which that person has been convicted or found guilty by a court of law;
- that person's conduct since the date of his/her current sentence(s);
- the likelihood of that person committing any offence or causing harm to any other person if he/she were to be released on licence, remain on licence or be re-released on licence as the case may be; and
- what that person intends to do if he/she were to be released on licence, remain on licence or be re-released on licence, as the case may be, and the likelihood of his/her fulfilling those intentions.

7. The Rules provide for prisoners having access to reports and other information contained in their review dossiers, with suitable safeguards in non-tribunal cases for the withholding of information that Scottish Ministers or the Board considers it would be damaging to disclose. The Rules also prescribe the procedures for Tribunals.

The Parole Board Membership

8. Schedule 2 of the Prisoners and Criminal Proceedings (Scotland) Act 1993 provides that the Parole Board shall consist of a chairman and not less than 4 other members appointed by the Scottish Ministers.

9. In making those appointments, the Scottish Ministers are required to comply with such requirements as to procedure and consultation as may be prescribed in regulations made by them. In making such regulations the Scottish Ministers may make different kinds of members of the Board, including kinds of members having the respective qualifications for office specified below:

- (a) a Lord Commissioner of Justiciary;
- (b) a registered medical practitioner who is a psychiatrist;
- (c) a person appearing to the Secretary of State to have knowledge and experience of the supervision or after-care of discharged prisoners; and
- (d) a person appearing to the Secretary of State to have made a study of the causes of delinquency or the treatment of offenders.

Limitation, termination etc. of appointment of members

10. An appointment as a member of the Parole Board shall, subject to paragraph 11 to 13 below, last for such period, being not shorter than 6 years nor longer than seven years, as is specified in the instrument of appointment.

11. A member of the Parole Board may resign at any time by giving notice to that effect to the Scottish Ministers.
12. An appointment of a person as a member of the Parole Board shall not extend beyond the day when the person reaches the age of 75.
13. The appointment of a member of the Parole Board shall come to an end upon the member's being removed from office under paragraph 19 below.
14. A person may be reappointed to be a member of the Parole Board only if-
 - (a) three years or more have passed since the person ceased to be a member of the Parole Board; and
 - (b) the person has not previously been reappointed under this paragraph.
15. A person whose membership of the Parole Board came to an end by resignation under paragraph 11 above may be reappointed under paragraph 14 above.
16. A person whose membership of the Board came to an end on removal from office under paragraph 19 below shall not be reappointed.
17. The provisions of paragraph 10 to 13 above apply to a reappointment under paragraph 14 above as they apply to an appointment.

Performance of duties

18. The Chairman of the Parole Board shall have regard to the desirability of securing that every member of the Parole Board is given the opportunity of participating appropriately in the functions of the Board under this Act on not fewer than 20 days in each successive period of 12 months beginning with the day of the member's appointment as such.

Removal of members from office

19. A member of the Parole Board may be removed from office by and only by order of the tribunal constituted by and under paragraph 21 below ("the tribunal").
20. The tribunal may order the removal from office of a member only if, after investigation carried out at the request of the Scottish Ministers, it finds that the member is unfit for office by reason of inability, neglect of duty or misbehaviour.
21. The tribunal shall consist of the following three members, who shall be appointed by the Lord President of the Court of Session-
 - (a) either a Senator of the College of Justice or a sheriff principal who shall preside;
 - (b) a person who is, and has been for at least 10 years, legally qualified; and
 - (c) one other person who shall not be legally qualified.

22. For the purposes of paragraph 21 above, a person is legally qualified if that person is an advocate or a solicitor.

23. Regulations made by the Scottish Ministers-

(a) may make provision enabling the tribunal, at any time during an investigation, to suspend a member from office and providing as to the effect and duration of such suspension; and

(b) shall make further provision as respects the tribunal as the Scottish Ministers consider necessary or expedient, including provision for the procedure to be followed by and before it.

Remuneration and Allowances

24. There shall be paid to the members of the Parole Board such remuneration and allowances as the Secretary of State may with the consent of Treasury determine.

25. The expenses of the Board under paragraph 4 above and any other expenses incurred by the Board in discharging its functions mentioned in section 20(1) of this Act shall be defrayed by the Secretary of State.

Reports

26. The Board shall as soon as possible after the end of each year make to the Scottish Parliament a report on the performance of its functions during the year.

Regulations

27. Regulations under paragraphs 10 and 23 above shall be made by statutory instrument.

28. No such regulations shall be made unless laid before, and approved by resolution of, the Scottish Parliament.

29. At present the Board comprises a Chairman and 23 members. In terms of section 14(2) of the 2001 Rules, the powers of the Board may be exercised by any three members.

30. The membership of the Board as at January 2005 is detailed at Annex 1.

The Work Of The Board

1. The Parole Board endeavours to ensure that those prisoners who are no longer regarded as presenting a risk to the public safety during a period of parole may serve the remainder of their sentence in the community under the supervision of a social worker. It is not the responsibility of the Board to consider the questions of punishment and general deterrence.

Determinate Sentence Prisoners

2. The Scottish Ministers refer to the Board a dossier in respect of every prisoner who is eligible to be considered for parole. Such dossiers contain details of:

- the full name and date of birth of the prisoner;
- the establishment at which the prisoner is detained;
- the prisoner's current sentence or sentences and an indication of the offence or offences for which that sentence or those sentences were imposed;
- any other offences of which a court has found the prisoner guilty together with a note of the sentence or other disposal ordered on such findings;
- reports prepared by those involved in supervising, caring for or counselling the prisoner which describe the prisoner's circumstances (including home background) and behaviour and on his/her suitability for release on licence; and
- information about the prisoner's plans, including employment prospects, on release.

3. At the same time as the dossier is referred to the Board, the Scottish Ministers send a copy to the prisoner. The prisoner is invited to submit to the Board any written representations about the terms of the reports contained in the dossier and is asked to state whether or not he/she wishes to be interviewed by a member of the Board. In the event of the prisoner requesting an interview, he/she will be interviewed by a Board member and be provided with a copy of the report of that interview. The prisoner's written representations and the report of the interview are incorporated in the dossier and, several days before the prisoner's case for early release is due to be considered at a meeting of the Board, a copy of the dossier is forwarded to each member who is scheduled to attend that meeting in order that they may fully acquaint themselves with the circumstances of the case. The Parole Board Rules provide that the powers of the Board may be exercised by any 3 members of the Board.

4. In the event of the Board recommending that a prisoner be granted parole, Scottish Ministers are obliged to accept the recommendation. The licence runs from the date on which the prisoner is released until the end of the sentence.

5. Scottish Ministers also refer to the Board information received from supervising officers and/or the police where a licensee's behaviour in the community is giving cause for concern. In such cases the Board may recommend that the licensee is recalled to custody.

Life Prisoners

6. All life prisoners must have their case for release on licence considered by a Tribunal of the Board.

7. A Tribunal of the Board consists of three members of The Parole Board For Scotland, appointed by the Chairman of the Board. The Chairman of the Tribunal must be qualified to hold judicial office.

8. A life prisoner is entitled to require Scottish Ministers to refer the case to the Parole Board once the punishment part, that is the period fixed by the courts to satisfy the requirements of retribution and deterrence, ignoring the period of confinement, if any, which may be necessary for the protection of the public, has been served.

9. In considering the case of a life prisoner a Tribunal has the power to give a direction to release the prisoner if it is satisfied that it is no longer necessary for the protection of the public that the prisoner should be confined.

10. In referring life prisoners' cases to the Board, Scottish Ministers also request advice on certain matters in the event that no direction to release the prisoner is made. These matters are:

- the degree of risk posed by the prisoner and the steps needed to address this;
- the desirability of transfer of the prisoner to different conditions within the options available; and
- the date on which the prisoner's case should next be reviewed. That date must be no later than two years after the date of the Tribunal's decision to decline to direct the prisoner's release.

11. The Parole Board may, however, at the request of a life prisoner in respect of whom it has fixed the date of the next consideration of his case, direct the Scottish Ministers to refer that case to the Board before that date.

Extended Sentence Prisoners

12. Section 86 of the Crime and Disorder Act 1998 introduced provisions to allow courts to impose additional post-release supervision on certain offenders where they consider such action to be necessary. The provisions were amended by The Extended Sentences for Violent Offenders (Scotland) Order 2003 which increased the maximum extension period for a violent offence from 5 years to 10 years and the Crime and Punishment (Scotland) Act 1997 (Commencement No 6) Order which, amongst other things, increased the sentencing power of a sheriff to 5 years in enactments where the sentencing powers of a sheriff is expressly or impliedly

restricted to three years. The criterion for imposing the additional supervision, which forms part of an “extended sentence” is that any existing supervision would not be enough to protect the public from serious harm from the offender.

13. An extended sentence may be imposed in indictment cases on:

- sex offenders who would have received a determinate custodial sentence of any length; or
- violent offenders who would have received a determinate custodial sentence of 4 years or more.

14. The maximum length of the extension period is 10 years for sex offenders and 10 years for violent offenders. There are two other restrictions, namely:

- if the sentence is imposed by a sheriff sitting with a jury, the maximum extension period is restricted to 5 years; and
- the maximum length of the whole extended sentence cannot exceed the statutory maximum for that offence.

15. Scottish Ministers consult the Parole Board about the additional conditions that are to be attached to the release licences of extended sentence prisoners where the combined custodial part and the extension is 4 years or more.

16. Scottish Ministers refer to the Board all cases involving grounds for recall of extended sentence prisoners.

17. In considering the case of grounds for recall of an extended sentence prisoner the Board, in recommending that the offender’s licence be revoked, must be satisfied that such action is necessary in order to protect the public from serious harm from the offender. In the event of an extended sentence prisoner being recalled to custody and submitting representations to Scottish Ministers, the case for re-release must be considered by a Tribunal of the Board. The Tribunal, if not recommending immediate re-release, must be satisfied that it is necessary to hold the offender in custody in order to protect the public from serious harm.

Non-Parole Licences

18. Offenders sentenced to a term of 4 years imprisonment or more on or after 1 October 1993 are released on licence at the two thirds stage of their sentence and the licence runs to the sentence end date. The term non-parole licence is used to describe this non-discretionary period of supervision in the community. Offenders released on non-parole licence are mainly those prisoners whose conduct in prison and other circumstances indicate that there is an unacceptable risk of re-offending on release. In general terms there will be indications that they have done little or no work on the factors such as drug or alcohol abuse which lay behind their offending, there may be evidence that they have continued with substance abuse in prison, they may have a history of failure during previous periods of supervision or poor re-settlement plans or they may have declined to be considered for early release on parole.

19. Scottish Ministers consult the Board about the terms of any additional conditions to be attached to the licences of prisoners who are released at the two thirds stage of their sentence.

20. Scottish Ministers also refer to the Board information received from licensees' supervising officers and/or the police where the licensees' behaviour in the community is giving cause for concern. In such cases the Board may recommend that the licensee be recalled to custody.

Risk Management Plans

21. The Criminal Justice (Scotland) Act 2003 provides for the establishment of a Risk Management Authority and requires that Authority to prepare a risk management plan in respect of any offender who is subject to an order for lifelong restriction and any other offender as may be prescribed. Section 41 of the Criminal Justice (Scotland) Act 2003 amended the Prisoners and Criminal Proceedings (Scotland) Act 1993 to provide that the Parole Board shall, whenever it is considering the case of an offender in respect of whom there is a risk management plan, have regard to that plan.

Victim Notification Scheme

22. The Victim Notification Scheme which came into force on 1 November 2004 provides that in certain prescribed criminal cases victims have the right to receive information about the release of the offender. The victim also has the right to be told when the offender is being considered for release on parole or life licence and to make written representations about the release of the offender which will be taken into account by the Parole Board. The scheme is administered by the Crown Office and Procurator Fiscal Service, the Scottish Prison Service, the Scottish Executive Justice Department and the Parole Board.

23. In general terms, if an offender has been sentenced to 4 or more years, including an extended sentence where the combined custodial and extension period is 4 years or more, a life sentence or detention without limit of time on or after 1 April 1997 for a crime of violence, a sexual and indecent crime, a crime involving firearms, housebreaking, a hate crime or fire raising, the victim is eligible to take part in the scheme. Eligible victims are:

- direct victims aged 14 years or over;
- a parent or carer if the victim is a child under 14 years;
- a near relative if the victim is incapacitated;
- up to 4 near relatives if the victim is deceased.

24. There are two parts to the scheme and victims may choose to opt in to either part 1 of the scheme or part 2, or both parts.

25. If the victim opts in to part 1 they will receive information about:

- The date of release of the offender;
- If the offender dies before release, the date of the death;
- If the offender has been transferred to another country, the date of the transfer;
- That the offender has become eligible for temporary release;
- If the offender has escaped or absconded.

26. If the victim opts in to part 2 they will receive the following information:

- Prior to the Parole Board considering the offender's case the victim will be advised by officials of the Scottish Executive Justice Department of their right to submit written representations to the Board;
- Whether the Board has directed the release of the offender;
- Whether any conditions have been attached to the offender's licence that relate to the victim or the victim's family.

Estimated Future Workload

27. An indication of the number of cases which will be referred to the Board in the years 2005 to 2008 is illustrated in the following table which shows the number of interviews that members of the Board will require to carry out at prison establishments throughout Scotland over these years:-

Years	2005/06	2006/07	2007/08
Determinate Sentence Prisoners*	780	780	830
Recall Cases	220	220	220
Total Number of Interviews	1000	1000	1050

* Includes second and subsequent reviews

In addition the Board will be required to convene Life Prisoner Tribunals in each of the years covered by the Plan. The best estimate we have of the likely numbers to be referred in each of the three years is as follows:

Years	2005/06	2006/07	2007/08
Tribunals	191	205	205

The Board will also be required to convene Tribunals to consider the re-release on licence of extended sentence prisoners who are recalled to custody. An estimate of the likely number of such cases is as follows:

Years	2002/03	2003/04	2004/5
Tribunals	25	25	25

28. At present the Board’s membership stands at 24. The Board considers that it is not essential that all members meet together in order to reach decisions in relation to the suitability of individual prisoners for release on licence. In these circumstances, it has been agreed that with effect from January 2005 no less than 5 Board members will attend each case work meeting. It has also been agreed that from January 2005 the Board will meet on a total of 48 occasions each year to consider the cases of determinate sentence prisoners referred to it by the Scottish Ministers.

Development of Members

30. The members of the Board are aware of the need to provide comprehensive training for new members. They are also aware of the need for members to be kept informed of new developments in the wider criminal justice field. As a consequence, the Board has established a Development Working Group comprising 4 Board members who have been given responsibility for taking forward the examination of the training and development requirements of all the Board members.

Visits to Local Authority Social Work Departments

31. The members of the Board recognise the role played by both community and prison based social workers in supervising licensees in the community and assisting in the preparation of prisoners for release. The Board consider that it is essential that there is regular contact between the members of the Board and community and prison based social workers. Such contact should assist in promoting a clear understanding of the respective roles and responsibilities of each organisation. It will also ensure the early resolution of any potential problems that may arise.

32. The Board, therefore, proposes to visit the following local authority social work departments over the next three years:

2005/06	2006/07	2007/08
Glasgow	Clackmannan	Edinburgh
North Ayrshire	Argyll, Bute and Dunbartonshire’s Partnership	South Lanarkshire
Fife	Perth & Kinross	Dundee

General Purposes Meetings

33. The Parole Board will hold 2 General Purposes Meetings each year. These meetings provide the members with the opportunity to discuss matters such as Board policy and procedures, proposed changes to the law relating to early release of offenders, consultation documents on which a Board response is requested, developments within the Scottish Prison Service, the Board’s budget and the Board’s performance in relation to the targets that it has set itself.

Annual Conference

34. The Board holds an Annual Conference which also provides members with the opportunity to gather together to discuss the business of the Board. The Conference also provides a forum for the members of the Board to meet with representatives of other organisations involved in the criminal justice system such as the Scottish Prison Service and agencies involved in the resettlement and aftercare of offenders. The benefits that accrue to the Board members as a result of holding the Annual Conference outweigh the small cost incurred and it is intended that a Conference be convened in each of the years covered by the Corporate Plan.

Observers at Board Meetings

35. The Board regularly invites visitors to observe and comment on its proceedings. Each year the Law Lords are invited to attend a meeting of the Board. The Board also invites staff of the Scottish Prison Service who are involved in the preparation of parole review reports and social workers who are required to supervise offenders in the community. The attendance of such individuals at meetings of the Board enables them to see the importance that the members of the Board place on the reports that they prepare.

Legal Adviser

36. As an independent non-departmental public body, the Parole Board for Scotland is required to appoint its own Legal Adviser. The Board's current legal adviser is Anderson Strathern WS.

Chapter 3

Objectives

1. The Board is responsible for managing the financial resources allocated to it to carry out its functions. The members are fully aware of the requirement that they must have due regard to economy in carrying out the functions of the Board. It is, therefore, one of the Board's primary objectives to manage operations efficiently and cost effectively thus ensuring that the taxpayer receives value for money in return for the resources allocated to the Board.

2. The members of the Board are aware that it is essential that the public in general have confidence in the parole system. It is of the utmost importance that the members assess as fully as possible the risk of a prisoner re-offending while on licence. In order to do this with a degree of confidence, the members require to be furnished with accurate and up to date information from those who provide the reports which make up the review dossier. Good quality reports are also essential to enable the Board to achieve a fair and consistent standard of assessment.

3. The members are also aware of the impact that waiting to be advised of the decision of the Board can have on prisoners. Because of this the Board always strives to ensure that unnecessary delays do not occur. Provided that the Board receives a properly completed review dossier timeously, it will endeavour to process all cases in a timely manner and within the 9 week time-scale agreed with the Scottish Ministers in respect of determinate sentence prisoners.

4. The Board places particular importance on prisoners being advised of the reasons underlying decisions and recommendations. For that reason officials of the Board's Secretariat send to prisoners an extract of that part of the Board's minutes relating to their particular case. The Board is aware of the importance that prisoners and those responsible for their management place on the Board providing meaningful reasons for its decisions and recommendations. The Board, therefore, aims to provide clearly stated reasons for both its decisions and recommendations which may be readily understood by prisoners and those who work with them.

5. The Board endeavours to respond positively and constructively to changes in the criminal justice system and to generate proposals for reform.

6. The Board seeks to maintain good working relationships with officials of the Scottish Prison Service, The Scottish Executive Justice Department and those agencies, statutory and non-statutory, involved in the parole system.

Performance Measures

7. The Board is aware of the need to ensure that prisoner's cases are dealt with consistently, timeously and efficiently in order that prisoners are not kept waiting unnecessarily for a decision in relation to their parole review. It is of concern to the Board that a number of cases continue to be referred to the Board outwith the

time-scales set down by the Scottish Executive Justice Department. The Board cannot, of course, deal with a case timeously if that case is not referred to the Board on time.

8. The Board has adopted the following performance measures for the period covered by this Plan:

Determinate Sentence Prisoners

The proportion of interviews carried out with parole candidates within the agreed time-scale of within 5 weeks of referral of a complete dossier to the Board.

The Board will endeavour to ensure that no less than 85% of interviews are conducted within 5 weeks of a complete dossier in respect of a determinate sentence prisoner's case being referred to the Board.

The proportion of cases considered at Board meetings within the agreed time-scale of within 9 weeks of referral of a complete dossier to the Board.

The Board will endeavour to ensure that 85% of determinate sentence prisoners have their case considered at a meeting of the Board within 9 weeks of the complete dossier in relation to a case being referred to the Board by the Scottish Executive Justice Department.

Life Prisoners

Unless the prisoner, his legal agent or Scottish Ministers request a postponement, the first review of a life prisoner's case will be heard by a Tribunal within 3 days of the expiry of the punishment part set by the judiciary.

Unless the prisoner, his legal agent or Scottish Ministers request a postponement, all second or subsequent reviews of a life prisoner's case will be heard by a Tribunal within 8 weeks of the case being referred to the Board.

That the Tribunal will issue its decision letter within 14 days of the conclusion of the Tribunal hearing.

Values

9. In seeking to achieve the objectives set out above the Board will uphold the following values:

- to treat all prisoners with fairness and respect;
- to avoid unjustifiable discrimination;
- to consider each case consistently, thoroughly and objectively, taking into account all evidence placed before it;

- to discharge its responsibilities as openly as possible within the constraints of the criminal justice system; and
- to support its staff, treating them with fairness and respect and enabling them to exercise their skills as fully as possible, while holding them accountable for their performance and expecting them to play their part in meeting the Board's objectives and adhering to these values.

Chapter 4

Finance, Efficiency and Staffing

1. In carrying out its duties the Board is aware that it is funded from public money and, therefore, has regard to the fact that there is a need for economy. Indeed, it is one of the Board's primary objectives to manage its operations efficiently and cost effectively thus ensuring that the taxpayer receives value for money in return for the resources allocated to the Board.

Staffing

2. The staff of the Board's Secretariat comprises:

The Secretary;

Three Casework Managers who act as Minute Secretaries at Board meetings and put in place the arrangements for Life Prisoner Tribunals;

Three staff who support the Board by providing clerical support in dealing with cases submitted for consideration at Board meetings; and

Three Administrative Assistants.

3. An estimate of the Board's likely expenditure in each of the years 2005/06, 2006/07 and 2007/08 is provided at Annex 2.

H P Boyle
Secretary to the Board
Saughton House
Broomhouse Drive
Edinburgh

January 2005

Annex 1 - Membership of the Parole Board

MEMBERSHIP OF THE PAROLE BOARD FOR SCOTLAND

As at January 2005 the membership of the Parole Board for Scotland was:

Professor James J McManus	Chairman, Professor of Criminal Justice, Glasgow Caledonian University.
Sheriff Rita Rae QC	Vice Chairman, Sheriff, Glasgow.
Mr Niall Campbell	Chairman, SACRO
Dr John P Donnelly	Consultant Forensic Clinical Psychologist
Mr John Durno, OBE	Former Director of Custody, Scottish Prison Service
Mrs Johan Findlay	Justice of the Peace, Honorary Sheriff
Mrs Corrine France	Former Area Manager, Children and Families, Cumbria and Lancashire Social Services
Ms Geraldine Gallagher	Tutor, Social Work Research Centre, Stirling University
Ms Irene Kitson	Consultant in Employment and Human Resource Management
Mr Howard Llewellyn	Barrister
Dr John Loudon OBE	Former Consultant Psychiatrist
Sheriff Principal John J Maguire	Former Sheriff Principal, Tayside, Central and Fife
Sheriff Principal John C McInnes QC	Sheriff Principal, South Strathclyde and Dumfries and Galloway
Mrs Eleanor McLaughlin	Former Lord Provost, Edinburgh
Mrs Kathleen McQuillan	Solicitor
The Hon Lady Paton	Senator of College of Justice
Sheriff Fiona L Reith QC	Sheriff, Glasgow
Dr Bruce Ritson	Former Consultant Psychiatrist
Ms Lyndy Roberts	Solicitor
Sheriff Richard Scott	Former Sheriff, Edinburgh
Sheriff James Spy	Sheriff, Paisley
Mrs Frances Stuart	Former Chief Social Work Officer, Scottish Borders Council
Mr Douglas Thomson	Solicitor
Mrs Christine A Vine	Lecturer in Law, University of Dundee
Mr Hugh P Boyle	Secretary

Annex 2 - Parole Board for Scotland

Estimated Expenditure 2005/06 to 2007/08

	2005/06	2006/07	2007/08
Members' Fees	335,000	354,000	365,000
Travel etc	95,000	99,000	103,000
Tax	5,200	5,500	6,000
ERNIC	25,000	25,000	25,000
Staff Salaries	214,500	220,000	224,000
Board Conference	12,500	13,000	13,500
Training	10,000	10,000	10,000
Lunches/Hospitality	5,200	5,500	6,000
Conference Fees	2,200	2,500	3,000
Computer Maintenance	5,500	6,000	6,500
Printing	6,200	4,500	4,500
Stationery	10,000	10,500	11,500
Postage	10,000	10,500	11,500
Telephones	8,200	8,500	9,000
Photocopying	10,500	11,000	11,500
Web Site	3,000	3,500	4,000
Legal Adviser	62,000	64,000	66,000
Total	820,000	853,000	880,000



As