

## **Changes to Parole and Recall Report Recommendations to the Parole Board – Single Secretary of State View**

The Parole Board Rules are being amended and on 21 July 2022 the introduction of the Single Secretary of State View will come into force. As a result, reports submitted **on or after 14 July 2022 to the Public Protection Casework Section (PPCS)** must no longer contain the report author's view or recommendation about the prisoner's suitability for release or open conditions. HMPPS must still provide a factual analysis of available evidence and an assessment of risk based on professional judgment.

- **Amended versions of the PAROM will be available on nDelius on Friday 8<sup>th</sup> July. Any reports due for submission to PPCS on or after 14<sup>th</sup> July 2022 must be completed on these new templates.**
- **Amended versions of the Part B/C recall report templates will be available on nDelius on Wednesday 13<sup>th</sup> July. Any reports due for submission to PPCS on or after 14<sup>th</sup> July 2022 must be completed on these new templates.**
- **Amended versions of the Psychology reports will be shared with psychologists in due course.**

**Further communications will follow to launch the amended reports.**

We cannot delay making these changes as legislation states that any parole or recall reports referred to the Parole Board by PPCS from 21 July 2022 must not include a recommendation on release or open conditions. This should help to reduce the need for reports to be amended to remove any recommendations. PPCS will not refer any reports provided without recommendations to the Parole Board until on or after 21st July.

These changes will affect the following reports:

- PAROM1 parole reports (including Pre-Tariff PAROM1s)
- PAROM1+ parole addendums (including Pre-Tariff addendums)
- Part B Post Recall Risk Management Report
- Part C Ongoing Reviews – Release and Risk Management Report
- Psychology Risk Assessment
- Any reports commissioned on behalf of HMPPS

Up until 14<sup>th</sup> July, all staff will still need to submit recommendations in their reports, including views on suitability for moves to open where relevant.

### **Changes to the On / Post Tariff PAROM Digital Tool**

To accommodate the changes mentioned above, the existing On/Post Tariff PAROM1 digital form, accessed via a link in NDelius, is being decommissioned and a new set of On/Post Tariff PAROM report templates will be available on 8<sup>th</sup> July 2022 on nDelius. In addition to the PAROM templates, work is currently underway to ensure that the PAROM PQAF is updated to reflect the new test and the changes regarding recommendations.

The On / Post Tariff PAROM report templates now contain a tick box which will require Probation Practitioners to confirm that the new test for open conditions has been

considered. The updated On/Post Tariff PAROM templates also contain a new section for information to be provided on prisoners' mental health and/or mental capacity. More information is available on the mental capacity process via this [link](#).

- **Guidance and Briefings for Staff on the New Reports**

We are preparing staff guidance now and will aim to publish as quickly as possible.

There will be staff briefings to assist POMs, Probation Practitioners, Heads of OM Delivery, Psychologists, and Senior Probation Officers via MS Teams on:

[Tuesday 12th July 11am - 12.30am](#)  
[Tuesday 12th July 1.30pm - 3pm](#)  
[Tuesday 12th July 3pm - 4.30pm](#)  
[Wednesday 13th July 12.30pm - 2pm](#)  
[Wednesday 13th July 2.30pm - 4pm](#)  
[Thursday 14th 9.30am - 11am](#)  
[Thursday 14th July 11.30am - 1pm](#)  
[Friday 15th July 10am - 11.30am](#)  
[Friday 15th July 12 noon - 1.30pm](#)  
[Monday 18th July 10am - 11.30am](#)  
[Monday 18th July 12noon - 1.30pm](#)  
[Tuesday 19th 9.30am – 11am](#)  
[Tuesday 19th July 11.30am - 1pm](#)  
[Wednesday 20th July 9.30am - 11am](#)  
[Thursday 21st July 10am - 11.30am](#)

And then on:

[Every Tuesday starting 26th July from 1-2.30pm](#) until further notice

Email [REDACTED] to book on to a briefing or click on a link above to join. We will record briefing in order to get a recording to then send out to staff.

**We strongly encourage all staff who have reports due to be submitted, or those staff due to attend an oral hearing on or immediately following 14<sup>th</sup> July to attend. ACTION: please disseminate these briefings to operational staff who will need to attend.**