

Independent Advisory Panel on Non-Compliance Management (IAPNCM)

7 Oct 10:30-12:30

2MS, Conference Suite Room 2

Minutes

Present

Akash Chand (AC), Daniel Albert (DA), David Chinn (DC), Kevin Lockyer (KL), June-Alison Sealy (JAS), Stephen Shaw (SS), Mandy Simmons (MS).

1. Apologies

Richard Shepherd (RTS).

2. Minutes of 23 Sept

SS advised the Panel that the minutes were in draft form, and had not been approved by the Chair. The Panel collectively highlighted that the minutes were not included with the hard copies of the papers. AC apologised for this. SS said that the Panel will review the amended minutes at a future meeting.

Action 1: SS to review minutes.

3. Matters arising and action log

SS referred to action point 10 of the 2 September meeting and said that this could be closed.

In relation to action point 10 of the 15 July meeting, AC said that 3 February had been agreed by the Panel and NOMS for further demonstrations at Virgin Atlantic. The following day (4 February) has also been agreed for the Panel to meet and discuss the demonstrations and review the entire package. Overnight accommodation is required.

Action 2: Secretariat to book the Panel's accommodation for demonstrations in February.

SS referred to action point 5 of the 27 August meeting, and MS said that she and AC have a meeting with NOMS on Thursday 10 October where this will be discussed.

In relation to action point 5 of the 2 September meeting, SS advised that this could be closed.

SS said that action points 10 and 11 of the 2 September meeting could also be closed.

SS highlighted action point 9 of the 2 September meeting and AC advised that Alexis Wilkinson-Jones (Training Co-ordinator at Tascor) had been on leave, and was due to return on Tuesday 8 October. AC will request an outline of the training that DCOs receive when Alexis returns from leave.

4. Timetable for the Panel's report

SS commented that he is formally cancelling the meeting on 30 December (as stated in the Panel's report), and that a face to face meeting should be booked on 6 January.

SS asked the Panel whether they had any additional advice for KL, who will be writing the report. DC and KL said that the report should demonstrate the evolution of the Panel's views on the NOMS package.

5. Volume 6 (continued)

SS thanked colleagues for sharing their comments regarding volume 6. He said that NOMS did not feel it should form part of the package.

In contrast, the Panel collectively agreed that volume 6 should form part of the package. SS agreed to collate the Panel's comments in draft form, ahead of the next meeting.

Action 3: SS to collate the Panel's comments regarding volume 6.

6. Volume 7 and UoF form

DC said that he felt the use of force form should be presented in a way that allowed DCOs to reflect upon, and learn from, their experience of using force. KL said that the layout of the form is generic to the custodial environment.

The Panel highlighted some amendments to the aide memoire and use of force form and SS said that he would draft their comments.

Action 4: SS to draft the Panel's comments regarding volume 7 and UoF form.

7. A title for the package

The Panel collectively agreed that the title of the package should be positive, caring and include the body that has ownership of it. MS advised that naming the package was a task for the Home Office. The Panel agreed.

8. NOMS questions (attendance at course/photos in package)

The Panel agreed that they would be interested in attending the 5 day DCO training course to see how it would operate in practice. However, it was for the Home Office to decide, bearing in mind the financial implications and logistics. SS advised that

regular monitoring of how the package will operate should be included in the Panel's final recommendations.

Regarding photos in the package, the Panel agreed that scenario based training was critical. The consensus of opinion was that NOMS should produce a modern, audio/visual training package for DCOs. This should be requested by the Home Office.

Action 5: Home Office to write to NOMS regarding an interactive training package.

9. AOB

MS advised that volume 5 had been received in hard copy and volume 4 should be received this week. SS asked for hard and e-mail copies of both to be distributed. Volume 4 will be considered ahead of volume 5; however, both will be reviewed after volumes 6 and 7 are signed off.

Action 6: Secretariat to distribute volume 4 (when received) and volume 5.

No further business and the meeting was closed.

Next meeting via teleconference: Tuesday 15 October.