

# **Independent Advisory Panel on Non-Compliance Management (IAPNCM)**

**3 Dec, 08:30-13:00**

**3<sup>rd</sup> Floor, Bedford Point, Croydon**

## **Present**

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

### **1. Apologies**

There were no apologies.

### **2. Minutes of 18<sup>th</sup> November**

The Panel approved the minutes and advised that they could now be published on the IAPNCM webpage.

**Action 1: AC to publish the minutes.**

### **3. Minutes of 25<sup>th</sup> November**

The Panel noted that the minutes had been circulated in draft. SS highlighted some minor amendments, and said he would make the necessary corrections for the Panel to review at the next meeting.

**Action 2: SS to amend the minutes.**

### **4. Matters arising and action log**

There were no outstanding actions.

### **5. Demonstrations on 2<sup>nd</sup> December**

The consensus of the Panel was that the demonstrations were encouraging. SS said he would write to NOMS to relay the Panel's thanks.

### **6. Volume 6**

The Panel reviewed the revised version of volume 6. It was noted that this version was significantly improved, although not all recommendations of the Panel had been adopted.

DC agreed to collate the Panel's comments ahead of the next meeting.

**Action 3: Panel members to send volume 6 comments to DC to collate.**

### **7. Volume 7**

The Panel reviewed the revised version of volume 7 including the new use of force form. MS advised that the form will be trialled by the Complex and Scheduled Removals Team (CSRT).

The Panel commented that they were very pleased with the revised volume 7, but highlighted some minor amendments in drafting. DC agreed to collate the Panel's comments ahead of the next meeting.

**Action 4: Panel members to send volume 7 comments to DC to collate.**

## **8. Panel's final report – risk matrix**

The Panel reviewed the risk matrix created by KL.

The Panel collectively rated whether the proposed restraint techniques could affect the airway, breathing and circulation, and whether they could cause a fracture, dislocation or soft tissue injury. The completed risk matrix will appear in the Panel's final report.

## **9. AOB**

The Panel advised the Secretariat that a project plan was needed detailing when revised volumes are to be received/reviewed.

**Action 5: Secretariat to develop a project plan for the Panel.**

The Panel asked the Secretariat to create an audit trail of their comments on the volumes, and whether they had been accepted and amended by NOMS.

**Action 6: Secretariat to create an audit trail of the Panel's comments.**

The Panel had a discussion regarding meetings in January and February. The Panel booked further teleconferences and face to face meetings.

**Action 7: AC to book meeting rooms for the new dates in January and February.**

The Panel asked AC to confirm whether the rig at Virgin Atlantic was available for further demonstrations in March.

**Action 8: AC to confirm the availability of the rig in March.**

AC informed the Panel that the new package will be known as the Home Office Manual on Escorting Safely (HOMES). The Panel said this was a matter for the Home Office but there was general approval of the title.

The Panel viewed the medical advice DVD, which corresponds to volume 4 of the manual. The general view was that the DVD was a successful replacement for the written advice, although the script would need to be reviewed. The Panel also commented that they would like to see a lesson plan of this volume.

**Action 9: Secretariat to ask NOMS for a lesson plan of volume 4.**

**Action 10: AC to send the DVD script to the Panel.**

Members of the Panel advised that they hold large quantities of confidential papers at their home addresses, and asked for guidance on how to safely destroy the papers.

**Action 11: Secretariat to seek guidance on destroying confidential information.**

There was no further business and the meeting was closed.

**Next meeting: Monday 16<sup>th</sup> December.**