

Independent Advisory Panel on Non-Compliance Management (IAPNCM)

6 Jan, 10:30-12:30

2MS, Peel Building, Floor 2, P229 SW

Teleconference Minutes

Present

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

1. Apologies

Daniel Albert (DA).

2. Minutes of 3rd December

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 16th December

The Panel highlighted some corrections to the minutes. SS said he would make the required amendments to be reviewed again at the next meeting.

Action 2: SS to amend the minutes.

4. Matters arising and action log

In relation to action point 5 of the 3rd December meeting, MS asked for the status of this to be amended to 'Ongoing'.

Regarding action point 6 of the 3rd December meeting, AC said that an audit trail showing whether NOMS had accepted and implemented the Panel's comments will be received by 20th January.

In relation to action point 3 of the 16th December meeting, AC commented that the Home Office will consider reimbursing Panel members for the costs of destroying confidential material subject to a reasonable quotation.

Action 3: AC to contact confidential waste disposal firms for quotations.

5. Project plan and future meetings

The Panel discussed the dates of their future meetings and agreed the details below:

13th January – Teleconference
20th January – Teleconference
27th January – Meeting
3rd February – Virgin Atlantic, Gatwick demonstrations
4th February – Meeting to discuss the demonstrations
10th February – Teleconference

17th February – Teleconference
24th February – Meeting
3rd March – Teleconference
10th March – Proposed final meeting
24th March – Alternative final meeting
31st March – Alternative final meeting

Regarding the Virgin Atlantic demonstrations on 3rd February, the Panel asked AC to ensure that suitable accommodation is booked for those colleagues who require it on 2nd February, as well as on 3rd February. The Panel also asked AC to book a meeting room at Virgin Atlantic on 3rd February, where they can discuss the demonstrations with NOMS.

Action 4: AC to book overnight accommodation for the February demonstrations, to include a meeting room at Virgin Atlantic.

6. The Panel's report

The Panel strongly endorsed the draft report to date. KL said that the next section would be circulated at the end of next week.

7. Vol 2/3

The Panel discussed volume 2/3 at length. The consensus was that this version is much better but still manifestly a draft. Some Panel members commented that they did not feel NOMS had had sight of the Tascor Initial Training Course as there is no reference to it.

The Panel agreed that references to 'prisoners' and 'young people' should be removed, and the Human Rights and Law and Policy sections required strengthening and moving to volume 1. MS remarked that the Home Office had asked their litigation team for advice on the Human Rights section and were awaiting a response.

The Panel also noted that this volume contained 63 PowerPoint slides, and that this was far too many. Other comments focussed the on the introductory section.

MS advised the Panel to send their comments regarding this volume to AC to collate.

Action 5: Panel members to send their comments on volume 2/3 to AC.

8. Vol 5

The Panel discussed volume 5 at length. It was noted that it remains incomplete, there are still inconsistencies, and now includes sections which have not been discussed before, such as those on searching.

The Panel also noted that the volume does not contain pictures even though NOMS had agreed to include them. Confirmation of the Home Office policy on the waist restraint belt was also required.

MS advised that she would be meeting with Home Office lawyers to discuss the waist restraint belt, body worn cameras and the aircraft aisle chair next week. The

Panel advised that it would be difficult to sign off the package without the policy in place, and asked the Secretariat to ensure that senior colleagues were aware of this.

KL commented that the volume is still marked restricted and should not be. SS said that, while it was for Ministers to decide whether the document is restricted or not, the Panel was very likely to recommend in its final report that the document is not restricted.

KL remarked that the volume refers to a Ministry of Justice copyright and branding, when it should state Home Office.

The Panel agreed to forward their comments on volume 5 to AC to collate.

Action 6: Panel members to send their comments on volume 5 to AC.

9. AOB

MS noted that NOMS had accepted all changes on volumes 6 and 7, apart from the section on cuts, which the Panel still feel should be removed. This is now for the Home Office to confirm whether or not it should remain.

The Panel said that they would like to see the whole package demonstrated in February at Gatwick, and asked MS to discuss with NOMS as to how best to use the time.

Action 7: MS to request NOMS to demonstrate the whole course on 3rd February.

MS said that cameras might be used during the training of DCOs to ensure that they are training staff appropriately.

MS advised the Panel that feedback from the medical advisers regarding volume 4 would be received before the next meeting. The Panel will also have the assessment criteria and tests for discussion.

The Panel asked for sight of the Tascor Initial Training Course timetable, as well as the guidance on destroying confidential information.

Action 8: AC to send the Tascor Initial Training Course timetable.

Action 9: AC to send the guidance on destroying confidential information.

MS advised that she and AC have a meeting with the Public Bodies Team regarding the Panel's contracts.

There was no further business and the meeting was closed.

Next meeting: Monday 13th January.