



## Gatwick IRC Security Meeting

Date:	11/04/2017
Time:	15.00
Location:	Boardroom

Present:	Apologies:	Distribution:
Steve Skitt – Chair & Deputy Director (SS) Ben Saunders – Centre Director (BS) Caz Dance-Jones – Operations Manager (CDJ) Michelle Brown – Head of Safeguarding (MB) Wilai Anglim - Aramark Manager (WA) Anton Bole – RAPt (AB) Juls Williams – BH Residential Manager (JW) Dave Roffey – DCM (DR) Dan Robinson – Security DCM (DRo) Mick Glennard – Health & Safety (MG) Nichola Beaton – Counter Terrorism (NB) Paul Harvey – Facilities (PH) Mary Molyneux – BH IMB (MM) Sara Edwards – TH Residential Manager (SE) Jay Dix – Clinical Lead (JD) Loraine Higgins – PA to Centre Director (LH)	Michael Wells – Healthcare Mark Francis – Facilities (MF) Brian Harrison – Aramark Manager (BH)	Attendees, Apologies, SMT DCMs H/C H/O IMB

### Matters Arising and Minutes of Previous Meeting

Steve and Caz welcomed all to the meeting and the minutes of the previous month were reviewed.

#### Safeguarding – MB

Massive increase in arrivals, departures and charters.

Decrease in self-harm

Violence down

Three fights

3 detainee assaults

30 UoF – B wing peaked

Increase in assaults on staff – 10 staff in two incidents. Assaults in wing office are a rising theme.

Increase on supported living plans

Voluntary departure – length of stay has been reduced and has saved 21 escorted RDs

UKBA drugs dogs will be using BH & TH as a training centre from 04/05/17

Linking up with West Sussex Safer Partnership Board.

#### Residential – JW

C wing is the current hotspot

Nominals are spread across the centre

Garden is now open

#### Health and Safety – MG

The amount of assaults in the first quarter of 2017 has almost matched the total assaults for last year.



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Some key bunches are without fire keys which needs to be addressed in the next key audit.

### **Facilities – PH**

Brook House

B wing pedestrian barrier is set up access cards have been passed to Security ready to start the trail.

Econlab will be servicing the courtyard needing on 18/04/17 using a boon lift. They will also remove the balls from the netting.

Syntinex attending on 19/04/17 to install new domes to external cameras and will be using a cherry picker.

The replacement basin for CSU 004 is due to arrive 13/04/17 and once it has been installed the room can be handed back. These sinks are made to order so two were ordered in order there is a spare on site. The replacement door for this room will be delivered in approximately six weeks.

Traka cabinet service to take place on 26/04/17 & 27/04/17

Tinsley House

TH due to be handed back on 24/04/17

ISM to remove the window cleaning rail using high access equipment between 24/04/17 & 27/04/17

James Ford Design will be installing signs using high access equipment on 25/04/17

Enterprise will be cleaning the windows and facia of the building using high access equipment between 03/05/17 & 10/05/17

PH will look at ways of removing balls from being caught in the netting

### **Counter Terrorism – NB**

No major CT referrals

IRCs do not have same output of referrals as prisons and IRC referrals are usually quite low.

Discussions around if CT is dealt with in the yearly staff refresher.

Discussions about obtaining PREVENT posters and cards

### **Contingency – SS**

Live fire contingency went well last month

All 20 contingencies have been reviewed

NB suggested a bomb contingency

JW suggested a hostage on the move

MB suggested a vehicle ploughing into the building through the vehicle lock

SS suggested a breach of the centre

BS suggested a death in detention

PH spoke about the lack of involvement facilities operatives have in contingencies and training.

PH spoke about the important information he has discovered from attending the morning briefing and that facilities operatives not being made aware of this.

### **Home Office**

No update



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### Deputy Director - SS

Courtyard works have been completed and is now waiting formal sign off from Home Office

Barrier on B wing going live date has been delayed. Officer will be required to man the card operated barrier.

Mercury has been agreed. Training sessions are being carried out around the centres. All staff will have to mercury trained. Laptops will be placed in certain areas for staff to use. Staff will be trained via e-learning.

### TH Refurbishment – SE

Updated on the security checks that need to be carried out when the centre is handed back.

Training for control room staff will commence next week

MG updated that the fire service will carry out an exercise and survey

SS updated that there will be new protocol and policies in place.

### Healthcare – JD

No update

### Substance Misuse (RAPt) – AB

The use of spice has increased in the centre since the last meeting

### Aramark – WA

No update

### IMB - JC

No update

## Security Intelligence Presentation

### CDJ reviewed the security presentation

UoF slide - There were 30 Uses of Force in March, used on 15 individuals. This equates to 6% of the population being restrained. BS said the average role count should not be used. Instead use the total amount of detainees on the last day of the month plus the arrivals on the first day of the next month.

SS updated that **D3857** had arrived at the centre on 06/04/17 from Colnbrook where incited other Albanians to break into the shop and smash it up. Needs to be flagged as a prominent nominal.

SS said that **D3858** should be on visitor closed visits.

### AOB:

MM asked if 3 to a room are causing an increase in problems. MB updated on 3 bed room sharing and that it hasn't made a major difference.

JD asked why Healthcare staff have been stopped from using the door from the office to the corridor. SS said it was for the safety of staff as detainees could rush into the office.

BS said that Head of Security interview are to be held shortly



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SS said he wanted to move the day the Security meeting is held each month.

### Actions

Date raised	Concern	Responsible Person	Required Action	Status	Date Closed
16/12/16	Whey Powder – why is it on the prohib list	MH/CDJ	Contact other IRCs to find out if whey powder is on their prohibited list	Ongoing – MH has emailed other centres and is waiting for responses.  Prohibited list is down to individual centres. MB said that there should be a generic one which could be adapted to suit each centre.	
21/02/17					
21/02/17		CDJ	Check with other centres at next Security Managers Meeting		
11/04/17		DR	DR will ask other centres at the next security meeting.		
21/03/17	SS said there was a need to look at wing moves and where the detainee has resided previously. JW said that some of the assaults on staff had been by detainees where they had previously been on the same wing so there was also a need to look at staff deployment.	CDJ & DCM's	CDJ & DCM's to look at the handover before the morning meeting to see who is coming R40 and plan which wing the detainee should go onto.		
11/04/17			Oscar 1 & 2 on		



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			night shift to look at the moves required off CSU and E wing for the next day and reintegrate these detainees back onto normal association.		
11/04/17	Ensuring that staff are aware of important security documentation	SS & JW	SS & JW to meet with Security to bullet point documents containing important Security information is cascaded down to staff.		
11/04/17	PH spoke about the lack of involvement facilities operatives have in contingencies and training	PH	PH to meet with Santi Rodrigues to discuss what training is available to facilities operatives.		
11/04/17	PH spoke about the important information he has discovered from attending the morning briefing and that facilities operatives not being made aware of this.	SS	Oscar 1 to send the daily handover to Katie Whitby and Sam Quick so this can be passed to the operatives.		

**Date of Next Meeting: 14.45 on Thursday 11<sup>th</sup> May 2017 – Boardroom, Brook House**