



Gatwick IRC Security Meeting

Date:	22/09/2017
Time:	14.00
Location:	Boardroom

Present:	Apologies:	Distribution:
Michelle Brown – Head of Security & Chair (MB) Steve Skitt – Deputy Director (SS) Sarah Newland – Head of Tinsley, PDA & Borders Joe Bryant - Security Collator (JBr) Anton Bole – Forward Trust (AB) Barry Timms – Audits & Compliance Manager (BT) Stephen Pearson - Security Collator (SPe) Simon Mowbray – Facilities (SM) Abi Coker – Chaplaincy (AC) James Tomkins – DCM (JT) Dan Robinson – Security DCM (DRo) Brian Harrison – Aramark Manager (BH) Michael Yates – Residential DCM (MY) Nathan Harris – DCM (NH) Sandra Calver – Head of Healthcare (SC) Juls Williams – BH Residential Manager (JW) Caz Dance-Jones – Operations Manager (CDJ) Loraine Higgins – PA to Centre Director (LH)	Nichola Beaton – Counter Terrorism (NB) Sara Edwards – TH Residential Manager (SE) Jay Dix – TH Practice Manager (JD) Gareth Jones – BH IMB (GJ) Graham Purnell – TH DCM (GP) Michele Eggleton – Safer Community DCM (ME) Paul Gasson – Home Office Manager (PG) Chrissie Williams – Clinical Lead (CW)	Attendees, Apologies, SMT DCMs H/C H/O IMB

Matters Arising and Minutes of Previous Meeting

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

Actions from the Previous Meeting

22nd September 2017

The door to the Multi Faith room at Tinsley is to be replaced on 28/09/17.

Action: AC to assess the impact on the use of the room.

Discussions about the installation of razor wire on the attack side of each courtyard.

Action – Mark Francis to look at the installation of razor wire on the attack side of the courtyards on all wings following the attempted escape.

Discussions around the security upgrade by Syntinex at Brook

Action – SM to get clear guidance on the changeover on the new call system and a meeting is to be arranged before the work is carried out.

Food forums are not well attended.

Action – BH to carry out a survey to get feedback from the detainee around food.

MB highlighted that reporting by Healthcare staff was very low and SC stated that she would remind staff of the importance of reporting.

Action – Security to breakdown SIRs in the presentation by area for Brook and by who is reporting at Tinsley.

7th August 2017

Action: Installation of gate across the plant room door at Tinsley – SM to get an update on progress.

Action: ID cards for B wing and seven different types of large displays around ID cards and behaviour to be put up outside the wings – JW to progress and source double sided tape.



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Action: Issues with faxes on wings and the installation of a printer and fax in the Library at BH to relieve tension on the wings – JW to pursue.

11th July 2017

ACTION: JW to brief staff about the importance of taking the old ID card when a detainee moves wings.

ACTION: Dean Brackenridge to invite Security to the All Nations Week meeting

ACTION: Steve Webb to review the UoF on OBIH on Friday and look at a strategy around a planned intervention.

ACTION: SPe to check the escape risks for Tinsley.

Minutes from 22/09/17

BH Residential – JW

Assaults – lot of detainee on detainee and staff assaults.

Drugs – Mainly on C wing especially on 1st floor. JW is looking who is involved and to devise a plan to disrupt the supply.

A wing is settled.

D wing is lumpy due to C wing fax machine being out of order.

Staff are not getting the importance of checking ID cards. MY updated about the recent challenges to detainees about ID cards and that some staff do not want the confrontation. Detainees have been given house rules booklets. SN spoke about issues with staffing levels. Discussions around a new mentoring process for new staff with a SPOC and that pairing up buddies needs to be done with good staff. DCMs are so busy managing detainees that they are not managing staff which was mentioned in the recent staff forum. Staff need to deal with issues instead of telling detainees to see a white shirt. DCOs are not taking responsibility for managing simple things like running out of soap powder and not contacting stores.

Barriers on B wing – No progress due to Stewart Povey being off sick.

Lack of mobile phones – 120 on order. Discussions about ordering a large amount through Thomas & Neil for will hold the order and send out numbers as required.

Activities have been poor and are causing tension.

Second line for detainee has been installed but there are still problems.

SIRs from Activity and C/D wing staff contain good intelligence.

Forward Trust – AB

Running groups weekly.

Trying to find a location to hold workshops in the afternoon.

The length of stay has an impact on how successful the outcome is for the detainee.

20 – 30 detainees have signed up.

Good level of SIR reporting.

Audits and Compliance - BT

Penalty points – staff do not understand what failures are subject to penalty points. Induction is being organised for each area. Unable to mitigate repeated incidents. Failures relating to escort paperwork and failure of an escort has risen. There is a need to revisit the process. IT suite is being heavily penalty pointed and incidents are not always reported especially damage to IT equipment.

Audits are up to date.

CAP – a lot of actions are due by the end of the month.

Security – CDJ

Balls in the netting are causing problems with the PIDs and Facilities are tasked to remove the balls on a regular basis.

Issues with foliage at Tinsley.

D wing wiring needs to be sealed by conduits.

Facilities – SM

Discussions about the lack of SIRs submitted by Facilities staff and that they must report despite being



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busy.

The door to the Multi Faith room at Tinsley is to be replaced on 28/09/17.

Courtyard lighting is being upgraded to high powered LED lighting with the use of a scissor lift.

Discussions about the installation of razor wire on the attack side of each courtyard.

Syntinex will be using a cherry picker on site at Tinsley on 09/10/17.

Discussions around the security upgrade by Syntinex at Brook and MB wants the Control Room to be painted around the upgrade.

Aramark – BH

Food forums are not well attended.

Chaplaincy – AC

Induction wing needs to be taken more seriously as some detainees are not being inducted by wing staff and are asking the Chaplaincy team instead. Some new arrivals are put on other wings so it difficult to know if they have been inducted.

Visit – JT

Issues have been raised around Smartwatches not being picked as staff are not aware of what types are available.

Healthcare – SC

MB highlighted that reporting by Healthcare staff was very low and SC stated that she would remind staff of the importance of reporting.

Deputy Director - SS

SS reiterated the importance of submitting SIRs especially Facilities staff and that it not acceptable that staff do not report because they are busy and do not have the time. JBr said that this particularly important around inappropriate behaviour towards female staff.

Drug strategy and action plan is being reviewed.

Disruption policy is in place but not being used especially with known disruptive detainees. Residential DCMs need to reinforce the use of the policy with DCOs who need to be empowered and able to deal with events on the wings.

Stephen Shaw is visiting on Tuesday 26/10/17 to carry out a soft audit on how recommendations have been dealt with from his report.

MB state that roofs must stay shut due to the impact on the fire safety systems and the risk of the ingress of prohibited items. Wing officers need manage detainee and stop them from pressing the open button.

Head of Security – MB

MB acknowledged the massive piece of carried out by the Security team and thanked the team for the support they had given to MB over the past month.

Security Intelligence Presentation

DR reviewed the security presentation

Since the attempted escape, targeted searches have been increased. When an action plan is in place, staff can be withdrawn from the courtyards.

MB spoke about a heavy metal bar that was found in a room and have not been able to trace where it came from.

AOB:

None

Date of Next Meeting: 14.00 on Tuesday 10th October 2017 – Boardroom, Brook House