

Notes from Dave Killick Grievance Hearing held on Monday 19<sup>th</sup> June 2017

Location: Tinsley House Meeting Room

Present: Dave Killick, DCM (DK)  
Andy Darkin, POA (AD)  
Ben Saunders, Centre Director (BS)  
Agnieszka Tomanek, HR BP (AT)  
Lorraine Higgins, PA to Centre Director (LH)

Commenced: 14.03

BS welcomed all to the meeting and spoke about the process of the grievance hearing. BS suggested that DK went through each point in his grievance letter.

DK said that the investigation has been going on for an unnecessarily long time and that it could have been done a lot quicker. DK felt that the investigation has been handled in an incompetent manner. DK stated that he is now on prescribed medication due to the stress of the situation. <sup>through out</sup> Meetings have been delayed twice, he was told that Emma Picknell was off-sick when he was told a different story during another contact with G4S. It was agreed that Emma Picknell would minute all meetings to maintain consistency but Karen Goulder then took minutes for a couple of the meetings and therefore this continuity was not maintained. 1  
DK stated that he felt he had been lied to and that had lost trust in the investigation. <sup>ALL</sup>

BS confirmed his understanding of the points raised by DK.

DK stated that there had been a lack of communication and that there were gaps and grey areas in the investigation. The integrity of the investigation had been compromised.

AD stated there needed to be justice and fairness in the investigation which is not apparent in the prolonged length of time the investigation has taken.

DK felt that the investigation has not been impartial.

AD advised DK not to speak about the investigation at this point.

DK stated that Karen Goulder had typed the minutes of the investigation meeting on a laptop during the meeting but it took two weeks for these minutes to be sent to him. When they did arrive there was no envelope enclosed for him to return the signed minutes. DK (2) didn't see why he should have to pay out for postage to return them. After speaking to Dan Houghton who was his point of contact about this, it took a further week for an envelope to be sent to DK. It took 25 days from the investigation meeting to receiving the envelope.

*Sending them back*

AT asked about the timeline of events.

DK gave AT a typed summary of the timeline for her reference.

BS confirmed that this part of the grievance was about the length of time and the inconsistent information given to DK. BS agreed to investigate the points raised so far and confirmed that the disciplinary investigation has been suspended as the grievance takes priority.

DK explained that this is the 3rd time he has been investigated by Steve Skitt and that he feels that the current investigation could be compromised due to this. DK gave details of the reasons for the investigations. DK stated Sara Edwards has been the investigating officer on two of these investigations and due to this DK does not feel that the investigations have been impartial.

BS explained the investigation process and that Steve Skitt has the role of the commissioning officer. BS asked DK if he felt that he had been bullied or victimised.

DK spoke about an incident where Steve Skitt needed clarification about fingerprints taken under force and where DK among other instructors had carried out a piece of work around this including getting advice from NOMS. In a subsequent morning meeting Steve Skitt made a comment about having a confirmation letter regarding fingerprinting under force which DK felt was directed at him. DK spoke to Michelle Brown, his Line Manager about this. HR did not inform DK that his clearance was about to expire and needed to be renewed. On the expiry date DK was working nights so he was not cleared after midnight on this shift something DK had no knowledge of. He was due to work overtime a few days later but Steve Skitt had refused to allow him to work on that day due to his clearance issues. DK felt that this was unnecessary.

BS said it sounded like there has been an issue with communication.

DK said that he feels that there is an 'off' attitude from Steve Skitt towards him. DK has never been rude to Steve Skitt but he had challenged Steve Skitt a few times.

BS asked if there has been any conflict between DK and Steve Skitt.

DK stated that he could not think of anything but feels that Steve Skitt is dismissive towards him.

BS clarified that DK feels there is a vendetta against him and is being victimised by Steve Skitt along with concerns about Sara Edwards' impartiality.

DK stated that he feels that Sara Edwards has been influenced by Steve Skitt and that he feels there is an underlying dislike of him by Sara Edwards. DK stated that he feels that Sara Edwards wants get him out of the door and that there was not a positive relationship between them.

BS stated this will be tested out as part of the investigation into this grievance.

DK stated there was a major issue with communication with G4S. Dan Haughton was the appointed point of contact to DK and DK stated that he got on well with Dan Haughton and

was pleased that Dan Haughton had been promoted. DK stated that as his dedicated point of contact Dan Haughton has not been supportive and that communication has been poor.

<sup>7</sup>  
~~DK stated that he had calls from Dan Haughton mostly weekly but many times around 16:30 from the car park of Brook House when Dan Haughton was about to go home. DK felt that he was unable to get answers to his questions as Dan Haughton was not accessible to the information at the time and failed to call DK with the information requested. DK has called Dan Haughton as agreed weekly as agreed however Dan Haughton has failed to deliver the promises he has made. The welfare side of these weekly calls have been poor and unsupported and mainly instigated by DK.~~

AD asked why the DD on the day does not pick up the welfare call.

BS said there was a confidentiality issue and there would not be the continuity in the support given.

DK said that Dan Haughton does not come back to him with answers and there has a lack of information. Dan Haughton did not tell DK that he was going on holiday until DK called him. Dan Haughton offered to remain as DKs point of contact but DK <sup>8</sup>~~said that he would contact Sarah Newland instead.~~ Sarah Newland was able to provide the information that DK had not received from Dan Haughton. Sarah Newland then became his new point of contact as he felt more comfortable communicating with her. <sup>9</sup>

DK spoke about the reason he has been prescribed medication. He explained that he began to get bad pains in his stomach and back which the doctor diagnosed as excess acid burning the stomach lining. The doctor stated this could be stress related. DK said that the medication had some bad side effects and he feels that it is unfair that he has to take the medication due to the stress of the investigation. DK said that he also feels embarrassed about being suspended and people are making their own judgements as to why he has been off so long.

BS asked if there was anything that he could at this moment. BS asked if DK had been in touch with First Assist. <sup>10</sup>

DK said that it was too late as he should have been supported earlier. DK confirmed that he had the details of how to contact First Assist.

DK spoke about the C&R Instructor Refresher course at Kidlington. Sarah Newland had spoken to BS about DK attending this course. BS agreed that DK should go and Sarah Newland confirmed this with DK. On arrival with fellow instructor Jack Bannister, DK was told that there was no room booking for him but there was for Jack Bannister. As DK was on the same training course as others staying, the hotel found DK a room. Arrived at Kidlington and found that his name was not on the register. <sup>11</sup>~~Spoke to a course instructor who asked him to wait whilst he checked why he was not on the register.~~ DK said that he had to wait in a room of 17 other instructors and he was then told that he was not booked on the course as his place had been cancelled. <sup>12</sup> DK said that he felt embarrassed and humiliated. DK called Sarah Newland and she carried out an investigation in which it was confirmed that

the course had been cancelled by G4S. DK obtained a copy of the hotel room cancellation which had been done on 23/05/17 which was before it was agreed that DK could attend the course. DK stated that he was really embarrassed by the situation. DK spoke with Sarah Newland and Joe Marshall, POA representative at Gatwick IRCs who in turn both spoke with BS. DK was told that the cancellation had been an admin error but Dan Haughton called 3 days later and told him that Steve Skitt has asked Dan Haughton to cancel the course and hotel room booked for DK. ~~Dan Haughton said that he had forgotten to inform DK.~~ DK said that Steve Skitt had not communicated the cancellation to HR or BS. DK said he felt that it was a personal attack on him. (15)

BS apologised for these events and that he felt that DK should have gone on the course. BS spoke about the rationale about sending DK on the course and that G4S had failed to check the details were still in place.

DK said he feels it would unfair if he loses his instructor accreditation.

BS said that DK will need to go on a refresher.

DK said that he feels Steve Skitt deliberately cancelled the course to humiliate him and let him go up to Kidlington knowing it had been cancelled.

AD spoke about the financial impact on DK and his family due to the cancellation.

BS said that he needed to have a clear understanding of the details. BS asked DK to explain the outcomes he had suggested.

DK said he wanted an admission that the investigation was not handled properly.

BS said that will come out in the outcome of this grievance.

DK asked would the person/s who had done wrong be disciplined.

AT explained that a formal process would be instigated if something has been done incorrectly and explained this process. AT said that this was being taken seriously.

DK explained that he had asked for the grievance to be held externally which was not a reflection on BS. DK confirmed that he is happy for BS to investigate as it needs to be dealt with at a senior level.

DK stated that he felt that should be entitled to compensation.

AT asked what type of compensation.

DK said financial.

AT asked if DK had a figure he would like to put forward.

AD said that there is a lot that has to be taken into consideration.

DK said that he wants a formal apology for why it was not appropriate to send him on the course as deemed by Steve Skitt. He also wants a verbal apology from the individuals involved with a letter confirming their apology.

DK stated that he had asked for copies of the formal grievances made against him by Nicola Kaminsky and Shayne Munroe which he has not received. DK said he has been described as a racist as there are three black females involved. 17

BS said that DK should contact Heather Noble.

DK said he had and she advised DK to ask in the grievance hearing. DK said it is very important that he is able to see them. 18

BS asked if Sara Edwards had used the term racist in conversations she had had with DK. 19

DK said yes.

AD spoke about the G4S processes and that he didn't feel that some were right.

DK stated that the letters are listed on the contents of the investigation pack he has received but the letters have not been included.

AT said in that case there should not be a problem.

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BS spoke about the next steps and that he will keep DK updated.

LH said that the notes would be typed up as a priority and asked if DK would like them by email as well as by post.

DK agreed that it would good to have them by email as well. DK stated that he would forward then to AD when he receives them.

LH said that she could copy AD into the email if that was agreeable.

DK confirmed that it was.

Grievance hearing concluded at 15.15.

*Please find my amended minutes attached.*

**Signature**

Dave Killick

3-7-17

Date

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Ben Saunders

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Date

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Loraine Higgins

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Date