

Brook House IRC Independent Monitoring Board

MEETING Wednesday 21st June 2017

Pre-meeting session: Welfare (Owen G4S) (Cancelled) instead used for risk assessment exercise and review of ATPR (see Training)

IMB

Mary Molyneux(MM)

Lui Hui (LH)

Jackie Colbran (JC)

Gillian Gajdatsy (GG)

Joyce Turner (JC)

Elisabeth Markwick,(EM)

Dick Weber (DW)

Louise Gledhill (LG)

Gareth Jones (GJ)

Home Office

Paul Gasson (PG)

Simon Levett (SL)

G4S

Ben Saunders (SS)

Item 1 Apologies for absence / introductions

None – Owen (G4S Welfare) sick therefore unable to present the pre meeting session

Item 2 Review Statutory Visit Reports

Prior to minute taker's arrival.

Item 3 Review of minutes of the 17th May 2017 meeting.

Legal Aid - **MM** has noted increasing waiting lists again. **MM** advised that the HMIP report had stated average wait time for a legal appointment was 9 days and it is currently 7 days, which seems reasonable. **BS** confirmed that lists are checked daily and if people had left, others below in the list were brought forward therefore no appointment slots were lost - **CLOSED**

ATPR - see under Training **JC** Completed – **CLOSED**

HO Voluntary Departure Delays - **PG** to enquire with Debby Weston why voldeps are taking so long to process. **PG** had discussed this issue with Debby Weston. It was believed delays had occurred due to detainees being made aware of the vol dep process but a number of them would have been ineligible. This may have resulted in the increased volume of request and resulting delays. HO staff have now been briefed which cases can accepted for voldep - **CLOSED**

JC agreed that the points 2.2 and 2.3 (removal directions / monthly reports) on the combined report no longer had to be noted. This was due to the changes in Home Office staff processes and the accuracy of these figures. **JC** advised the board and confirmed OK to remove - **CLOSED**

Item 4 Monthly Reports from Home Office and G4S

BS for G4S

BS updated that throughput remained high but a pleasing aspect of the month was the reduction in violence especially against staff. 7 occurrences rather than the average of 20 in previous months. **BS** advised that staff had been spoken to with regard to violence reduction and to increase awareness of potential increasing risk.

Incidents at height continued to be an issue with detainee **D275** having to be removed from the netting by the HMP Tactical Response Group.

Ramadan in general has been a success with improvements year on year. **EM** asked if there had been any issues with the recent heat and Ramadan. **BS** confirmed there had been 2 recent cases of D & V, but no other issues. **EM** also asked when detainees observing Ramadan left overnight were they supplied food. **BS** confirmed they were provided a packed lunch-type with food items. **DW** commented that Zeeshan (G4S) was doing an excellent job with regard to Ramadan.

There have been IT issues over the course of the month and G4S have been working with Virgin media to resolve these. It has been requested that Dave Mackay (G4S IT) is on site 2 days a week in future. **JC** asked if the recent complaint by 28 detainees would be responded to. **BS** updated that the complaint would be responded to via the normal process.

LH raised that staff had mentioned concerns about fax machines. The fax on "C" wing was replaced but broke again. Was this a potential issue with the line? **BS** advised that a stock of fax machines was held on site and that he would pass on the information regarding the line to IT.

LH/GJ asked about the new gate being installed on B wing. **BS** explained that the cards had been received and Steve Skitt had been tasked with ensuring this was up and running by the end of this month.

Michelle Brown has been appointed as Head of Security (1st June) and there is an advert for a new Safeguarding Manager. This is currently being covered by Stewart Povey.

PG for HO

PG updated the board on the longest detained detainees at Brook. He highlighted that Mr **D343** who had been resident at Brook for 500+ days was transferred to The Verne earlier this week, leaving compliantly.

Interview schemes continued with feedback from the travel doc teams that Brook was the preferred location for holding schemes (ie high commissions, consulates, etc) due to the efficient manner in which they were organised and run.

Item 5 IMB Issues (Statutory Visits)

Gilly w/c 15/05 - Asked if education post (teachers) were being filled as Seb had stated he was working to capacity currently. **BS** advised two teachers were being recruited and interviews had recently taken place. One had accepted a position, but one had declined.

Jackie w/c 22/05 – Highlighted that she had noticed that while there had been general improvements in cleaning standards the staircases were still in need of a good brush into the corners. **BS** advised that a lot of focus had been placed on cleaning and he had inspected yesterday. Showers were good which were often a cause for concern but he did agree that the stairwells required work.

Lui w/c 29/05 - Issue over faxes raised earlier in minutes. **LH** also provided positive feedback with regard to a detainee that had religious dietary requirements. The server staff / kitchen had provided different food for the detainee concerned at short notice, which looked appetising.

Gareth w/c 05/06 – Commented that detainees in the triple rooms had raised issues over the temperature recently due to the current hot weather conditions. **MM** added that on the night of the 20th June "C" wing, right hand side rooms were very hot and three detainees had been moved to other wings. Could they be provided with fans?

Fans were currently listed on the prohibited items list, despite fans being available within HMPs. **BS** explained that he was aware of some rooms being highlighted as hot as this issue had been raised at the weekend. He explained that Brook operated an air circulation system not an air conditioning system. The roofs had been opened recently but although this may have felt better in the short term it disrupts the circulation system. Detainees should be encouraged to shut their room doors as this would also keep the rooms cooler. **BS** stated that in principle he had no issues with fans but if some detainees were given fans, potentially all detainees would want them. There was also the security aspect to consider (motors within the fans) The priority must be to ensure the air system is working correctly

GJ raised that having checked the anti-bullying logs on "C" wing, there were three entries that stated "not complete" by the Duty Director. He wondered whose responsibility it is to do this. **BS** to follow up.

GJ asked about a detainee that had his removal cancelled due to a Tascor escorting issue. His family had travelled some distance in Poland to meet him and incurred costs. Would he be provided with compensation? **DW** commented that it appeared the only person to suffer in these circumstances was the detainee. **PG** advised that it would be noted as a contractual failure and potentially Tascor would be awarded performance measures. Regarding compensation, the detainee could complete a complaint to raise this issue and it would be considered. Pick-up is a number of hours prior to a flight so the detainee should have had time to advise his family of the cancellation. **JC** remembered an issue some years back when detainees who had paid for their own flights which had failed through no fault of their own had had problems getting compensation. **PG** agreed it had been resolved by changing the wording on the voldep letters a few years ago and detainees were now required to only book refundable tickets to avoid issues were flights cancelled. **PG** said the problem with flights to some countries eg Poland had the number of seats available for immigration purposes on any one flight limited by the airline. This could cause significant delays in re-booking.

Jackie w/c 12/06 - Raised the complaint/app from Mr [D1753] that he had not received his bail summary within the correct time-frame before his hearing. He should have received it by 2pm but he did not receive it until 18.20. G4S had responded that the complaint was unsubstantiated as they could not track when the summary had been received / sent to wing. **PG** had checked and the summary had been received at 12.16 and had been served by internal post. **SL** updated that he had previously queried who should receive bail summaries. He had been advised if the detainee had reps the summary would be sent to them and not always to the detainee as well, therefore if prior to 2pm the HO obligation would have been fulfilled.

JC updated the board on Mr [D1523]'s complaints, although he had been removed the previous day under a no notice removal. Harmondsworth were to be contacted to obtain copies of his actual complaints to see what issues he had actually raised. **SL** (HO) had contacted Dungavel with regard to another part of his complaint and was awaiting a response.

Following a recent complaint **JC** was pleased to note that G4S had taken the opportunity to look at the welfare queuing system and make improvements.

Item 6 Annual Report

No items raised. Action plan still awaited from HO.

Item 7 Chairs Letter - Circulated prior to the meeting

Item 8 Complaints

Discussed in Jackie's rota report 12/06

Item 9 Training

July – Charter Monitoring Member (Lou) (TBC)
August – Owen (G4S welfare) (TBC)
September - Mary Molyneux on Monitoring Guidelines
Oct – Lui Hui (Legal Aid – Lawrence Lupin) (TBC)

Heathrow IRCs board members to attend Brook for a visit (date TBC) **BS** advised if a group of twelve the preferred time of tour would be over the lunch period. If not smaller groups could be escorted around separately, so as to not disrupt the regime. Since the visitors would be CTC cleared he was happy for Brook IMB to act as escorts. Likewise for Lou's tour pre-BM.

ATPR Review – Action points from February were looked at to see progress. **GJ** to circulate an update.

Risk Assessment – This item had been pending since the ATPR when the issue of board members' safety in the centre was raised. **GJ** led the lively session and before completing the risk assessment form has asked for members' further thoughts. It was agreed this would be reviewed annually as part of the ATPR.

Triennial Reviews – in preparation for the forthcoming triennial reviews board members looked at setting themselves targets to cover over the next 2-3 months. Gareth: Reception; Lui: Diversity meeting and PP course; Mary: video bail; Louise: PP course and shadow Oscar 1; Elisabeth: shadow Oscar 2; Gilly: Security; Dick: E Wing; Joyce: Chaplaincy; Jackie: still thinking! These would all require the OK of the relevant manager and Ben/Steve.

Item 10 Membership

Now purdah is over **DW** to contact the secretariat with regard to a recruitment campaign for 1 / 2 new members. **JC** advised that there may be a potential new member (dual boarder) interested. NC approval is required first and is being chased.

Item 14 Duty Availability –

19/06/17	Mary Molyneux	
26/06/17	Joyce Turner	
03/07/17	Elisabeth Markwick	
10/07/17	Louise Gledhill	
17/07/17	Dick Weber	
24/07/17	Gillian Gajdatsy	
31/07/17	Joyce Turner	
07/08/17	Gareth Jones	
14/08/17	Elisabeth Markwick	
21/08/17	Mary Molyneux	
28/08/17	Gilly Gajdatsy	
04/09/17	Dick Weber	
11/09/17	Louise Gledhill	
18/09/17	Lui Hui	

Item 15 AOB

- **GJ** asked **BS** if it was possible for the board to view the 1st night in detention “video”. **BS** confirmed that would be OK.
- **JC** circulated the Ramadan cold food list for members to see.
- **JC** advised that she had circulated the draft European Rules of Administrative Detention For Migrants, for members information and comments.
- **JC** asked if the board felt comfortable that RAPT staff appeared to be using the IMB room eg for staff supervisions. A discussion ensued as to whether this was acceptable. Opinions were divided but subsequently **JC** mentioned it to Caroline Hampshire who thought it quite inappropriate and would say so nicely to Anton.

CHAIR’S LETTER June 2017

Dear Board Members

The last board meeting turned out to be more exciting than usual with the IMB at the ring side as Michelle multi-tasked as Silver Command as well as giving us the promised talk on the subject of adults at risk. Gilly and I were saved an extra trip to Brook as we could stay on to see the end of the incident. The plan for the coming week is to start the meeting at 12.00 with a session from Owen on the question of early departures and resettlement. We are having difficulty confirming this with him and suspect he has been ill. In the worst of cases, and we find him not, we can start at 12 and finish early.

IMB Annual Report 2016

I have heard nothing as yet on the question of action plans and acceptance/rejection of the board’s recommendations. It is likely to have been caught by the pre-election purdah and subsequent events.

Visits

Plans are afoot for Lou Lockhart-Mummery, the Coordinator of the Flight Monitoring group, and Gareth’s other boss, to address us on the work her group do at the July meeting. We have had the OK from G4S and the Home Office to show her round the centre beforehand. This will be of particular interest to her as she has monitored charter departures from Brook on several occasions including last week’s German flight.

As you know, Heathrow IREs (Harmondsworth and Colnbrook) have requested a visit to Brook House, partly to see the centre and partly to talk to us about our take on IMB methodology, systems, etc. In principle G4S and the Home Office have agreed the visit may go ahead. Gareth and I are currently trying to work out whether we could/should try to manage the 12 prospective members at once. I think we would value your input as to what is possible/desirable before Gareth goes back to the LHR Chair.

Solicitor’s request for information on Mr D366

You will have seen that our Secretariat, having sent our records to Mr D366 solicitor, then refused to allow the Home Office legal team to have sight of them. Dick expressed surprise at this whereas Mary could see the legal reasoning, to do with

the Data Protection Act. Maybe she can explain at the meeting – certainly the HO seemed to accept it with good grace. As Dick points out, the important thing is we board members are aware of the importance of good record keeping because we may find ourselves required to provide information.

Mr D1523

As you will have seen from my rota report, Mr D1523 is back with us after failed RDs. His issues remain the same – his over-riding desire to return to Scotland and his feeling that both Dungavel and Harmondsworth have failed to deal with his complaints properly and at least some of the alleged assaults are untrue. He has now put an app in to the IMB. It is mighty complicated. I have been talking it through with Michelle Smith and Simon and it has been agreed some more investigation is needed as to whether there is truth in what Mr D1523 says. I suggest that from now on the rest of the board just refer him back to me if he approaches us – not because I can handle it better in any way, but just to keep things simple. Unless there is a volunteer.....?

Risk Assessment

This is something pending from Tinsley chair's visit which Gareth reminded me we really must get done ie risk assess our own activities in the centre, and have it minuted that it has been done. We propose to include it on the agenda for this week.

I think that covers the majority of points of which I have knowledge. I do not think I have had any apologies but remind me if I have forgotten.

Looking forward to seeing you all.

Jackie