

IMB MANAGEMENT BOARD (MB) MEETING 02/11/2020

Microsoft Teams Call
10:00 – 12:30

Note of meeting

Present:

Anne Owers (Chair)
Will Baker
Beverley Thompson
Keith Jamieson
Kevin Whiteside
Lynne Chambers
Mojeed Yusuf
Jane Leech
Pauline Fellows

In attendance:

Head of IMB Secretariat
IMB Business Manager

1. Apologies for absence

None received

2. Conflicts of Interest

No conflicts of interest declared.

3. Minutes of previous meetings

MB **AGREED** previous minutes presented.

4. Action points from previous meetings

- The updated list was tabled.

5. Chair's report

- A briefing has been sent to the Justice Committee from the Chait and Peter Clarke (HM Chief Inspector of Prisons) summarising points on recovery in prisons.
- A briefing has been sent to the Home Affairs Select Committee concerning detainees from Channel crossings with input from Dover, Yarl's Wood, Brook House and the Charter Flight Monitoring Teams (CFMT) IMBs. The briefing highlights concerns around initial assessment, speed of moves and conditions and treatment at BH and onwards. This was preceded by a letter to the Immigration Minister about inhumane treatment.
- There are COVID infections in many prisons currently with large numbers of staff self isolating. This is impacting on prisoners' regimes.

The MB **AGREED** proposed changes to the National Monitoring Framework which will go to the Minister for signature.

7. Head of Secretariat report

- A new recruitment process is in place. 92 applications have been received across 20 campaigns with a more diverse age range than previous campaigns.

MB **AGREED** that the current 15 year tenure rule should remain, and that where Counter Terrorism Clearance (CTC) was required, this negated the need for additional Disclosure and Barring Service (DBS) clearance. Some minor changes to the annual team performance review paperwork were also **AGREED** to reflect current governance structure.

8. Regional Representatives Update

Queries about the removal of ligature-making from the definition of self-harm will be made.

Information had been collected on how many Boards are directly monitoring and in particular interacting with prisoners/detainees, but this changes very quickly. Direct monitoring will still be possible under the new national lockdown, as before.

9. Updates

Recruitment and Retention Working Group:

- Independent Interviewer (II) training is complete and It was agreed that as recruitment processes embed there should be a framework for gathering feedback, supporting IIs and reviewing the II role. First wave of member recruitment is underway. An issues log will be set up to capture diversity themes.

Training:

- The Board Leaders' course will be delivered remotely; three modules will be delivered to all newly elected Chairs and Vice Chairs before Christmas, with more in January. A webinar will also be made available to existing Chairs, drawing on work being done to support this role.
- The importance of continual development and peer to peer support as well as formal learning was emphasised.

Information Working Group:

- Updated advice including in relation to the wearing of face masks is now on the members' website.
- Work continues on toolkits with an emphasis on best practice rather than just process compliance. Specific toolkits to be developed for open prisons and the IDE.

10. Board support and change management

A working group had been set up to take forward actions to support Boards and Chairs during COVID. It had identified three areas as important: information management, time management and Board management. A timetable will be developed.

11. Transformation project

- There are four streams: IT, support for Boards, support for Secretariat, and statutory change.
- A user group of members has been identified for consultation on opportunities for improved IT resources and the provision of virtual office platforms
- Initial contact has been made with Samaritans and a meeting planned for this week with the CAB to identify good practice
- A small governance group of MB members has been identified and there will be progress reports at each MB meeting
- It is not yet clear what the ministerial response will be to the consultation on statutory change, or whether there will be legislation in this session of Parliament

12. 21/22 Budget

MB **AGREED** the draft budget submission and the workstreams identified.

13. 0800 interim review

- Given current circumstances, it is likely the 0800 line will still be needed into 2021. A final review will be carried out.
- MB **AGREED** that the interim report should be shared with the 0800 volunteers and more widely via the November Bulletin

12. AOB:

It was noted that a number of MB members were in the final year of their first term on the MB.

It was **AGREED** to have bi-monthly meetings in 2021 beginning February.