# MINUTES OF IMB MEETING – 8th January 2019 HMP Nottingham

### 1. WELCOME AND APOLOGIES FOR ABSENCE

# • (Chair) • (Vice Chair) Apologies

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- In attendance
- Mary-Anne Dixey M-AD (IMB Regional Chair)

(BDO)

- (Head of Safety) for agenda item 9 only
- and are to meet with (previously arranged meeting had to be cancelled) to discuss training and Board Development.

### 2. <u>DEVELOPMENT SESSION: Mary-Anne Dixey (IMB Regional Chair)</u>

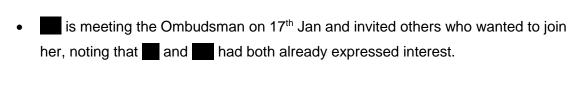
M-AD gave an update on IMB national developments.

### 3. MINUTES OF THE PREVIOUS MEETING

- Typographical errors to be corrected were identified.
- Focus points, raised at last meeting, will be considered in a future meeting.

### 4. ACTION LOG & MATTERS ARISING (not already on agenda)

- Continued use of Action Log for issue shortly after meetings and then to be read in conjunction with the minutes was agreed.
- Issues with the IMB Secretariat were raised prompted by problem with appointment letters. Management Board are looking at role of secretariat and M-AD encourages members to bring such issues to her attention.
- [REDACTED]



### 5. CHAIR'S REPORT AND CORRESPONDENCE

- Chair's report was noted.
- The BBC contacted and regarding the 10 Prisons Project in respect of the body scanner implementation.
   referred them to the prison for a response then referred them to HMPPS). File on 4 have also show interest in the past.
- [REDACTED]
- Problems with CJSM over the weekend were noted.

### 6. TRAINING

- Annual Team Performance Review , it was decided that the form would be distributed for members to complete for the Board to re-visit it in April.
- [REDACTED]

### 7. OUTSTANDING ISSUES RELATED TO ROTA DUTIES AND APPLICATIONS

- Recent issues of particular note raised include:
  - Heating on the wings (now fixed)
  - Missing property
  - 91 11

### 8. SEGREGATION REPORT

- [REDACTED]
- Beyond this, the Segregation Unit has been relatively stable with little to report.

### 9. GOVERNOR'S REPORT AND DISCUSSION OF ISSUES RAISED BY MEMBERS

- Introductions were completed.
- The new SMT is structured was described, as follows:
  - Head of Reducing Re-Offending
    Head of Security
    Head of Operations
    Head of Safer Custody
    Head of Segregation
  - o Head of Residence
  - Deputy Head of Residence
- Delays in kit being washed, if it is washed at all, was reported: HMP Ranby is struggling to accommodate the work load, as they are now responsible for washing prison kit for the whole region.
- The increasing number of prisoners not attending work or education was raised: A
  discussion was needed between Activities and Reducing Re-Offending, so that they
  might encourage more prisoners to attend work.
- [REDACTED]
- informed that HMP Nottingham will soon be receiving young offenders again, and to expect the operational capacity to increase accordingly.

### 10. AREAS OF SPECIAL INTEREST

- Safer Custody
  - During a Safer Custody meeting, it was noted that there has been no monthly Safer Custody Strategy Meeting since June, something that the Safer Custody department hope to rectify.
  - o [REDACTED]
  - The Samaritans and Listeners are meeting weekky. Concern was expressed regarding the lack of visibility of Listeners on wings.
  - o [REDACTED]
- Confirm arrangements for preparation of Annual Report at next meeting.

### 11. DIVERSITY

Discussion of case earlier in the meeting.

### 12. ANY OTHER BUSINESS

• Mentoring new IMB members is as follows:

National Training Team have agreed that can lead focussed training sessions locally specifically for Cat B local prisons.

## 13. DATE OF NEXT MEETING – 12th February 2019