



**The Professional Trades Union for Prison,
Correctional & Secure Psychiatric Workers**

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POA Circular 003/2019

Action		Information	
England/Wales	<input type="checkbox"/>	England/Wales	<input checked="" type="checkbox"/>
Scotland	<input type="checkbox"/>	Scotland	<input checked="" type="checkbox"/>
Northern Ireland	<input type="checkbox"/>	Northern Ireland	<input checked="" type="checkbox"/>
Special Hospitals	<input type="checkbox"/>	Special Hospitals	<input checked="" type="checkbox"/>
Private Sector	<input type="checkbox"/>	Private Sector	<input checked="" type="checkbox"/>
IRC	<input type="checkbox"/>	IRC	<input checked="" type="checkbox"/>

9th January 2019

Dear Colleagues

NEC MINUTES

Please find attached NEC minutes for the 12th December 2018, for your information.

Yours sincerely

JOE SIMPSON
Deputy General Secretary

ENCLOSURE

NEC MEETING

12th DECEMBER 2018



The Professional Trades Union for Prison, Correctional and Secure Psychiatric Workers

Minutes of the meeting held via Video Conferencing on 12th December
2018

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PRESENT

Dave Todd	National Vice Chair	(Cronin)
Joe Simpson	Deputy General Secretary	(Cronin)
Andy Baxter	National Executive Committee	(Cronin)
Ian Carson	National Executive Committee	(Linden)
Dave Cook	National Executive Committee	(Cronin)
Jackie Marshall	National Executive Committee	(Linden)
Sarah Rigby	National Executive Committee	(Cronin)

FULL TIME OFFICER

Glyn Travis	Assistant Secretary (minutes)	(Cronin)
Mick Pimblett	Assistant Secretary	(Cronin)

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TRADE UNION DUTIES

ITEM 1 APOLOGIES FOR ABSENCE

Mark Fairhurst – Union Business

Steve Gillan – Union Business

Terry McCarthy – Union Business

The NEC had a presentation from the IT Consultant on the 3 key issues on the new membership database.

The due diligence process has been completed, the workshop to establish processes is completed and the final costing with Millertech approved. The presentation was a follow up to previous reports to the Executive covering the payment plan option. The NEC discussed the action plan to establish the Contract through a letter of intent.

An overview of the day to day admin of the system and empowerment of branch officials was discussed.

The next phase to fully utilise docuware, sharepoint and IT systems is ongoing.

The web-expenses app is being synchronised with Sage as a pilot System.

MARK FREEMAN AND PAT CUFFE ATTENDED TO OBSERVE

ITEM 2 NEC MINUTES OF PREVIOUS MEETING:

28th November 2018

The NEC discussed the minutes and it was proposed;

“To accept the minutes as a true record”.

This was seconded and Carried.

Action: Minutes to be signed and promulgated.

ITEM 3 MATTERS ARISING:

28th November 2018

None.

ITEM 4 ACTION POINTS:

The Deputy General Secretary gave a report to the NEC on the action points, which was accepted.

The ballot at NTRG and NDTRG was discussed fully.

The previous NEC action point to ballot OSG’s under the provision of TULcRA was discussed. The NEC debated how to engage OSG’s and encourage them to update their details. Concerns were raised that

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the Circular being re-issued may not achieve the outcome of the Conference Motion.

Action: Interim report back on Annual Conference motion to be issued.

ITEM 5 PRISON REFORM/REFORM REPORT BACK:

Urgent Notification Process

No more issued.

Special Measures

No more issued.

Performance Improvement Plan's

A branch has been issued a PIP which has caused concern with local branch officials.

The Independent Review Process (IRP) was actioned by the Chief of Prisons as an interim process to minimise the use of UN's.

The process for identifying when any branch has been issued a PIP, placed in Special Measures was discussed. The IRP pilot at Nottingham and attendance by the NEC at Woodhill in 2019 when this is inspected will then provide details to generate a report.

The NEC will attend all future branches under the pilot.

The NEC debated the financial support being given to prisons placed under a UN, in Special Measures and or a PIP from the action plan introduced by HMPPS as part of the debate. The Executive discussed the proposed changes under the 10 prison pilot.

The UN action plan at HMP Nottingham was discussed and will be shared with the NEC.

OMiC Annex A Women's Estate

The NEC will respond to the Annex A; Following the meeting on the 17th December concerns were raised over the process for consultation and disputing change by either side.

Action: The NEC to respond to the Annex A on the OMiC Model for the female estate following Monday's Meeting.

Action: Letter to Phil Copple reference process for consultation and negotiation.

The process for HMPPS to sign off model one in the Female Estate for OMiC was fully discussed.

Report to NEC OMiC 26.11.18 noted.

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ITEM 5A DETACHED DUTY:

The NEC were updated on the latest numbers being asked to attend Detached Duty. The new scheme started on the 6th December 2018.

Numbers; Band 5 – 15
Band 4 – 6
Band 3 116

There are no issues obtaining volunteers over Xmas and New Year.

ITEM 5B DEREGULATION:

There are currently 4 Annex A's including Adjudications, The Finance Manual and the OMiC model in the Female Estate. The timescale for issuing and responding to new framework under deregulation. This matter is being discussed with Employee Relations.

ITEM 6 NATIONAL CHAIR REPORT BACK:

The National Chair gave a full report on his actions from the last NEC meeting;

- Attended Scottish Conference
- Visited Israel as part of BITUD (on AL)
- Meeting with Secretary of Secretary David Gauke
- Meeting with Barristers reference forthcoming Court case.
- Meeting with Mary Glendon MP
- Meeting with Richard Burgon MP
- Visited Hull
- Visited Guys Marsh
- Attended Stocktake meeting
- Attended North west training day

The NEC accepted his report back.

ITEM 7 PRISON POPULATION VARIANCES:

The NEC noted the latest report and data on prison population;

England & Wales	83,068	(-122)
Northern Ireland	1,420	(30)
Scotland	7,926	(91)

ITEM 8 WHITLEY SUB COMMITTEE REPORTS:

H&S

Use of Force Data

The NEC discussed the use of force data and failure of Chief Inspector of Prisons to raise violence in the report.

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Action: *National Chair and General Secretary to discuss with Chief Inspector of Prisons at next meeting.*

FOI – Fire Contingency the NEC fully discussed the response to the FOI's

The NEC discussed the response and rejection by the disclosure team. The failure of HMPPS to consult on the report and action plan.

Action: *Letter to P Copple and further Parliamentary Question.*

Action: *FOI requested to be submitted by Area.*

Action: *Request for dedicated meeting on Fire Contingency.*

HR

Holiday Pay Meeting

The NEC fully debated the written report and draft policy. The Executive welcomed this report and progress.

Action: *Legal Advice on Policy for Compliance.
POA Circular update to members.
Response to Policy.*

Operations

Prison Safety Working Group

The report was noted.

Prison Officers Guide

The NEC were asked to provide comments by 13th December 2018 to the Vice Chair.

It was suggested to request a dedicated meeting to discuss the plans and local action plans to introduce change. The changes to profiles and need for additional resources to implement was discussed.

Action: *Responses to Operations Secretary by the 13th December 2018.*

ITEM 9 **CORRESPONDENCE:**

The correspondence to and from HMPPS reference OSGs in segregation units, was fully discussed by the NEC and legal advice is being sought.

The NEC discussed the disputes correspondence and meeting scheduled for January 2019.

The IMB letter was noted.

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ITEM 10 PENSIONS:

The NEC were provided with an update from the Scheme Advisory Board (SAB) meeting and letter setting out the options which has been sent to Cabinet Office and Treasury. The SAB will consider the reply and further updates will be provided.

The proposals for change from Cabinet Office on the formula for compensation had been set aside but now Cabinet Office has requested a meeting before Christmas. The NEC will be given further updates in 2019.

The alignment with redundancy and medical inefficiency payments was fully debated.

ITEM 11 CLOSED OR MOTHBALLED BRANCHES UPDATE:

The NEC were given an update on Medway and focus groups and options in 2019. The sale of Campsfield will not impact on Kidlington.

ITEM 12 HMIP REPORT:

The Birmingham report was discussed and progress on the 4 areas of failure is slow. This was subject to a debate at the Justice Select Committee.

ITEM 13 HMIP INDEPENDENT REVIEW:

Noted.

Action: Move HMIP to Item 5.

ITEM 14 LEGAL REPORT BACK:

Liverpool

The appeal from Liverpool and previous decision of the NEC was fully discussed.

The merits of the claims and legal advice on this was fully discussed.

It was proposed;

"To uphold the previous decision of the NEC and support the appeal".

This was Seconded and fully debated and Carried.

Action: Letter to Thompsons to issue.

Letter to member.

Risley

The appeal from Risley was fully discussed by the NEC.

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It was proposed;

“to reject the appeal”.

This was seconded and Carried.

Action: Letter to Thompsons to issue.

Letter to member.

Cardiff

The appeal from Cardiff and email was discussed by the NEC. The NEC was advised of the actions to deal with the requests.

It was proposed;

“To defer the appeal”.

Action: Letter to member.

TRADE UNION ACTIVITIES

ITEM 15 GENERAL SECRETARY REPORT:

The written report was noted by the NEC.

ITEM 16 REPORT BACK SCOTLAND:

The NEC were provided with an update on the issues reported to the General Secretary by the NEC.

The decision of the members in Scotland on the decision to ballot for action and lack of a trades dispute debated.

The NEC raised concerns over the personal attacks on employees.

ITEM 17 REPORT BACK NORTHERN IRELAND:

The NEC were provided with an update on the issues in NI.

ITEM 18 REPORT HIGH SECURE HOSPITALS:

Nothing to report.

ITEM 19 UNION LEARNING FUND:

The written report was discussed by the NEC.

The provision of courses available to members was discussed.

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ITEM 20 CAMPSFIELD HOUSE:

The written report and action plan was accepted was accepted by the Executive.

ITEM 21 REPORT BACK BOOKLET ANNUAL CONFERENCE 2019:

The draft report back booklet was noted by the NEC.

ITEM 22 ACM 74/2018:

The design and suggestion for the 3 badges was discussed by the NEC.

It was agreed to get the designs made up.

ITEM 23 MEMBERSHIP DATABASE:

The NEC proposed;

“To accept the action plan to introduce the new membership database, covering costs, contractual arrangements and training modules”.

Action: Membership database to be progressed – SOA.


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National Chairman


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General Secretary

9th JANUARY 2019
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date

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.....
date