

ACTION LOG

AGENDA NO: 4 (ii)

	Issue raised	Initiation Date	Lead	Action Taken/Progress	Live/Complete
1	Weymouth Report 2120 - first time in custody leaflet not provided to detainees	17/10/2016	GS	<p>17/10/2016 - The Chair noted that the first time in custody leaflet had not been provided to detainees on three occasions this quarter and Sgt De'Ath agreed to check on the reasons for this.</p> <p>23/01/2017 - Mr Edwards confirmed an update had gone out to staff to remind them to provide the leaflet. The previous log in system knew if it was someones first time in custody,they now rely on proactiveness of custody staff to ask. Visitors discussed how to ask detainees if they have had the leaflet in unintrusive manner. It was suggested to ask, "Have you seen the leaflet?" This was agreed. CI Shimmons confirmed he'd ensure staff were asking.</p>	Complete
2	Custody Video	23/01/2017	GS	<p>23/01/2017 - CI Shimmons to show an edited version of a short video of adverse incidents at the next panel meeting. The video includes violent and medical issues that have occurred in custody.</p> <p>24/04/2017 - Video shown to ICVs during the Pre-Meeting</p>	Complete
3	Bridport Custody Suite	23/01/2017	KE	<p>23/01/2017 - CI Shimmons informed the meeting that Bridport no longer officially a custody suite. No visits will be undertaken. Mr Edwards confirmed that if the situation were to change, the visitors would be informed as a priority .</p> <p>24/04/2017 - CI Shimmons confirmed Bridport custody suite is now officially closed and visits were no longer required to this suite.</p>	Complete

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4	Weymouth Report 2120 - observing booking in process	17/10/2016	GS	<p>17/10/2016 - It was acknowledged that anonymity of the detainee was not guaranteed when ICVs observed the booking in process. Clarity and guidance would be sought from ICVA.</p> <p>02/12/2016 - ICVA Chief Executive was asked for comment. Response: In terms of ICVs being present during the booking in procedure, whilst we understand the concerns, there is a certain amount of this being inevitable due to the nature and size of custody suites, and our Code of Practice does not provide specific guidance. I think that the confidentiality agreement that ICVs sign is a good protection.</p> <p>23/01/2017 - AH confirmed he discussed the issue with ICVA CX. There is no specific guidance. It was agreed the process is useful for new visitors to watch. It was reported that on one occasion a custody officer declined the visitors to watch the booking in process. Visitors should be accommodated to view in a safe position, CI Shimmons confirmed he will follow up with staff.</p> <p>24/04/2017 - CI Shimmons confirmed that it had been reconfirmed to all custody officers that ICVs were to be allowed view the booking process.</p>	Complete
5	ICV Language Questionnaire - not all custody officers appear aware of the form nor it's location to pass to ICVs	17/10/2016 <i>Reopened</i> 27/04/2017	YF	<p>17/10/2016 - Sgt De'Ath to ensure custody staff are made aware of the location of the questionnaires to pass to ICVs upon request.</p> <p>23/01/2017 - Mr Edwards confirmed there are laminated versions to be found with the A3 ICV books, ask staff to provide them if needed.</p> <p>24/04/2017 - It was noted that although this had been closed as an action, this is still an issue for visitors. Mrs Y Fenwick is to liaise with custody around alternatives.</p> <p>17/07/2017 - Agreed ICVs to be provided with dry wipe pens for use with the language questionnaire. ICVs are responsible for ensuring that pens are not left with detainees after use and to notify staff of any issues.</p>	Live

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6	Weymouth Report 2112 - ICV concerns regarding detainee with MH issues	17/10/2016	GS	<p>17/10/2016- Sgt De'Ath to provide an update to the January 2017 Panel meeting on the acute pathway review and additional bed provision.</p> <p>23/01/2017- CI Shimmons explained there is a problem with the provision of psychiatric beds in Dorset. St Ann's have now got 7 extra pscyhiatric care beds available. Significant work ongoing nationally and regionally to deal with this demand. ICVs were asked to keep reporting it in detail.</p> <p>24/04/2017 - CI Shimmons explained that they are still waiting on improvement from external services. Figures are to be provided by CI Shimmons on mental health in custody.</p> <p>17/07/2017 - Figures on MH provided, please note CJLD teams are embedded 0700-1900 hours daily. Detainees outside of this time will not be included (attached) .</p>	Live
7	Abbreviation - ICVs not aware of the meanings of all the abbreviations used in custody.	24/04/2017	GS	<p>24/04/2017 - CI Shimmons to provide an updated list of abbreviations to be distributed to the ICVs</p> <p>17/07/2017 - Updated abbreviation list to be supplied at panel meeting.</p>	Live
8	Cracks in Tyles at the Weymouth Suite - it was noted there are some cracks in tiles that may need to be addressed.	24/04/2017	KE	<p>24/04/2017 - Mr Edwards explained that a review was being carried out on all the cells in the Autumn but that the cells in question would be looked at.</p> <p>17/07/2017 - Review of cells undertaken. One cell taken out of use until fixed, all other cells not deemed as a risk and will be fixed in Autumn 'Maintenance Shutdown'</p>	Live
9	Recruitment - It was noted that there should be clearer information provided for recruitment arround residency in the UK.	24/04/2017	OPCC	<p>24/04/2017 - It was requested that it be made more clear at the point of advert that an applicant is required to have been resident in the UK for 5 years. It was agreed by the OPCC that this information would be clear on the next recruitment campaign.</p> <p>17/07/2017 - The requirement is for an ICV to have been resident in the UK for 3+ years prior to volunteering. This has been included on all new recruitment material and will be added to the webpage.</p>	Live

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10	Weymouth Report 2146 - Further information required on the delay in an appropriate adult being obtained.	24/04/2017	KE	24/04/2017 - Issues were raised around a detainee who had waited a significant amount of time for an appropriate adult to be obtained, information was not available at the time of the Panel so this is to be obtained and fed back at next Panel meeting. 17/07/2017 - Update provided (attached).	Live