

# ACTION LOG

Agenda No: 3(ii)

| Issue raised   | Initiation Date | Lead | Action Taken/Progress   | Live/Complete |
|--|-----------------|------|---|---------------|
| <b>Potable Water -</b>   | 19.10.15        | GS   | <p><b>19.10.15</b> - Visitors reported that warm water was being dispensed from the cell water supply. Mr Edwards advised that the water in the cells was not suitable for drinking from.</p> <p><b>25.04.16</b> - CI Shimmons informed the Panel that he was waiting on confirmation that the water was potable and would advise the Panel in due course.</p> <p><b>02.07.16</b> - CI Shimmons advised that the water at Bournemouth and Poole was now potable. Weymouth remained unpotable, but this would be rectified during the autumn maintenance period.</p> | Complete      |
| <b>Cell Lighting</b> - Staff at Weymouth had raised concerns around poor lighting at night making it difficult to observe detainees without waking them.   | 25.01.16        | GS   | <p><b>25.01.16</b> - Chief Inspector Shimmons advised that he would check the lighting requirements at the 24 hour suites.</p> <p><b>25.04.16</b> - CI Shimmons advised that he had checked the lighting levels and they were all in accordance with the Home Office guidelines of 5 lux. However, in the interests of ensuring safety of detainees, he had authorised an increase in the lighting levels.</p>  | Complete      |
| <b>Toilet Paper</b> - the PCC had expressed his concern that toilet paper was not routinely being provided to detainees.   | 25.01.16        | GS   | <p><b>25.04.16</b> - CI Shimmons advised that the booking in procedure for detainees had been amended and provision of toilet paper had been added to it.</p>   | Complete      |
| <b>Shortage of blankets</b> - question as to whether there was a genuine shortage or if there had been a housekeeping problem  | 25.01.16        | KE   | <p><b>25.04.16</b> - CI Shimmons stated that this had been a housekeeping issue and had been resolved.</p>  | Complete      |
| <b>Printing of ICV Report</b> - visitors reported that issues continued with staff not being aware of which print to use for ICVs, leading to them being issued with information they did not require. | 20.07.15        | YF   | <p><b>20.07.15</b> Visitors reported that staff had difficulty finding the right prints for ICVs</p> <p><b>21.04.16</b> Mr Edwards has reminded all custody staff about the procedure to use to obtain the ICV prints.</p> <p><b>04.05.16</b> The Scheme Manager will circulate a laminated version of those instructions to all ICVs.</p>  | Complete      |

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| <p><b>Blandford</b> - a number of housekeeping issues needing attention had been apparent at the suite.</p> | 25.01.16        | GS   | <p><b>25.01.16</b> - The conditions at Blandford were raised by visitors. The CI agreed to discuss cleaning issues with the Sgt responsible.</p> <p><b>25.04.16</b> - Visitors expressed their concern that the issues at Blandford had not been addressed. The CI advised that he had tasked a new Inspector with the opportunity to bring the cells up to a suitable standard. He asked that ICVs monitor the situation over the next quarter, but would consider closure of the cells if necessary.</p> <p><b>15.06.16</b> - CI Shimmons advised that Blandford custody block would be closed for the foreseeable future and ICVs would no longer be required to make visits.</p> | Complete      |
| <p><b>Immediate Access</b> - following ICV experiences of delays before access is granted.</p>              | 18.07.16        | MC   | <p><b>18.07.16</b> - ACC Cooper agreed to circulate instructions on General Orders advising all staff that ICVs require immediate access to the custody suite. This is to prevent delays which can damage the credibility of the Scheme.</p> <p><b>11.07.2016</b> - Confirmed that this was circulated.</p>  | Live          |
| <p><b>Access to Bournemouth</b> - out of hours access to Bournemouth to be circulated to ICVs</p>           | 18.07.16        | YF   | <p><b>18.07.16</b> - Scheme Manager to remind ICVs how to access Bournemouth Custody when the enquiry office is closed.</p> <p><b>19.07.16</b> - Scheme Manager circulated instructions by email to all ICVs.</p>  | Complete      |
| <p><b>Inspection Report</b> - ICVs to be advised of the outcome of the inspection recommendations</p>       | 18.07.16        | GS   | <p><b>18.07.16</b> - CI Shimmons to provide an outcome of the recommendations following the draft HMIC/P inspection report.</p> <p><b>11/10/2016</b> - Update from CI Shimmons that the Custody Visitors will be updated on the recommendations and actions taken at the next Panel meeting in January 2017</p>  | Live          |