

# ACTION LOG

	Issue raised	Initiation Date	Lead	Action Taken/Progress	Live/Complete
15	Suite Temperature	29/01/2018	KE/MC	<p><b>29/01/2018</b> - It was noted that some cells in Weymouth had been particularly cold and detainees had raised this as an issue. A meeting is being held with building services to try and resolve the issue. The panel are to receive an update on this meeting.</p> <p><b>30/04/2018</b> – A meeting has been held but to date no conclusions have been reached. As the weather has improved it is not causing as much of an issue, however the force will continue to explore possible solutions and hope to have a fix in place ahead of next winter.</p> <p><b>23/07/2018</b> - Mr Edwards updated that it is hoped that the September/ October refurb should resolve this issue. A further update will be provided at the next panel.</p> <p><b>29/10/2018</b> - CI Claxton informed the panel that a new heating system has been put in at Weymouth and it is hoped that this will resolve the issue.</p> <p><b>28/01/2019</b> - CI Claxton noted that the CCTV had been moved out of the colder cells and into another cell to allow for increased use of the CCTV cells. The colder cells are now not used in the colder weather. CI Claxton noted that they continue to monitor the issue. It was agreed that this would remain on the action log as complete for monitoring of the issue to continue.</p>	Complete
19	First Time in Custody Leaflet	28/01/2019	MC	<p><b>28/01/2019</b> - It was questioned whether the First Time in Custody leaflet was available in other languages. CI Claxton stated he did not believe it was, however, language line can be used to explain its contents. The Chair asked if a reminder on this could be put out to custody staff.</p> <p><b>29/04/2019</b> - Mr Edwards confirmed that this document was not available in other languages and noted that this information should have been provided to the detainee using Language Line. Mr Underhill questioned why this couldn't be available in other languages. Mr Edwards noted there is a limit to how many documents can be translated and that there is always a cost involved in securing the translations. Mrs Steadman that the force should look into making this document available in other languages.</p> <p><b>09/05/2019</b> - This has now been translated into 10 of the most common languages and is available to custody staff via Niche.</p>	Complete

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20	Late Reviews	28/01/2019	ICVs	<p><b>28/01/2019</b> - It was discussed that there had been several late reviews and ICVs expressed concerns around the first review being late. CI Claxton agreed that this was an important review and the Chair asked the Panel to monitor this to ensure it wasn't becoming a bigger issue.</p> <p><b>29/04/2019</b> - The panel noted that CI Claxton had put a reminder out to all custody staff regarding prompt reviews and it was asked that ICVs continue to monitor this issue.</p>	Live
21	Viewing Custody Logs	28/01/2019	MC	<p><b>28/01/2019</b> - ICVs commented that all detainees had been asleep during this visit and there had been some reluctance from custody staff to provide the custody logs due to ICVs not gaining consent. It was noted that this had also been raised as an issue in the last meeting at 4.2 in the minutes. It was asked that CI Claxton look into this and provide any necessary feedback to custody staff.</p> <p><b>30/01/2019</b> - CI Claxton reviewed the codes of practice and confirmed that ICVs are able to see the logs of vulnerable detainees if they were asleep. This was confirmed to both custody staff and ICVs.</p> <p><b>29/04/2019</b> - It was noted that ICVs had continued to have issues around viewing the logs of vulnerable detainees who had been asleep at the time of the visit. CI Claxton agreed that he was happy for ICVs to access the custody records of all detainees who are asleep and this message would be confirmed with all custody staff. It was asked that ICVs are proportionate with requesting these so as not to increase demand on the custody staff. ICVs agreed to this approach.</p>	Complete
22	Smell at Poole	28/01/2019	MC	<p><b>28/01/2019</b> - It was highlighted that there was an unpleasant smell coming from the store room. It was noted that this had been a persistent issue and this may cause offence as this is where religious texts are stored. CI Claxton informed the Panel that this issue had already been identified and logged, however, they are yet to receive a response. It was asked that CI Claxton keep the ICV Panel up to date on this issue.</p> <p><b>29/04/2019</b> - Mr Edwards confirmed that the source of the smell had been located and the issue had now been resolved.</p>	Complete

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23	<b>Appropriate Adult Provision</b>	29/04/2019	JS	<b>29/04/2019</b> - Mr Ellis commented that he had written a letter to Mr Underhill on behalf of the panel expressing concerns around the provision of Appropriate Adults which he believed to be an issue with failings from all involved parties. Mr Underhill confirmed he had received this letter and had discussed this with the force. Mr Underhill questioned whether the service being provided by Dorset Advocacy was being reviewed and whether looking at an alternate provider may be appropriate. Mr Underhill offered to consider additional funding streams if required. Mrs Steadman agreed to review the current arrangement	Live
24	<b>Update on Report 2501</b>	29/04/2019	KE	<b>29/04/2019</b> - ICVs commented on a detainee who was responsible for children noting a lack of available detail on the log and stating, when discussed with custody staff, a limited response was provided. It was requested that the panel be update on this case. <b>09/05/2019</b> - Satisfactory explanation provided, sensitive in nature so not disclosed on action log.	Complete
25	<b>Inconsistencies in Reports Provided</b>	29/04/2019	KE	<b>29/04/2019</b> - It was also noted that the report was received in a different format depending on the custody suite. Mr Edwards suggested that they may have been receiving the incorrect report and agreed to look into the matter further. <b>08/05/2019</b> - Detailed instruction sent to all custody staff to ensure correct report is being provided.	Complete
26	<b>New Bridge at Weymouth</b>	29/04/2019	JS	<b>29/04/2019</b> - Mrs Steadman informed that the force recognise that the bridge in Weymouth custody suite is outdated and not always fit for purpose. To that end a bid has been placed for funding to update this. Mrs Steadman agreed to keep ICVs up to date on this.	Live
27	<b>Force Open Day</b>	29/04/2019	YF	<b>29/04/2019</b> - Mrs Fenwick questioned whether any ICVs would like to attend the force open day as part of the OPCC stand and promote volunteering. Several ICVs came forward and it was agreed that Mrs Fenwick would organise this.	Live