

**OFFICE OF THE POLICE AND CRIME COMMISSIONER**

**INDEPENDENT CUSTODY VISITING PANEL**

**Minutes of the Meeting held on Monday, 20 October 2014**

A meeting of the Independent Custody Visiting Panel was held in Boardrooms 1, 2 and 3 on Monday 20 October 2014 at 3.30pm

**PRESENT:**

Mrs K Emery (Chairman),  
Mrs C Bishop, Mrs A Cray, Mrs H Downton, Mr K Gooding, Mrs L Hayward,  
Mr R Hermans, Mr E Holloway, Dr D James, Miss E Kochanovskye,  
Mr C Pipe, Mrs S Porter, Mr R Shore, Mr T Walker, Mrs I Why

**Also Present:**

Chief Inspector S Derbyshire, Crime and Criminal Justice  
Mr K Edwards, Custody Support Officer  
Mrs J Steadman, Head of Criminal Justice  
Mrs Y Fenwick, Office of the Police and Crime Commissioner

**APOLOGIES FOR ABSENCE**

- 7.1 Apologies were received from Assistant Chief Constable D Lewis, Mr R Kerr, Mr C Worsfold, Mrs C McCormack, Mrs T Farwell, Mr M Payne, Mr S D'Arrigo and Mrs B White.

**METHOD OF RESTRAINT DEMONSTRATION**

- 8.1 The Panel received an informative demonstration regarding methods of restraint by Sgt P Ewels with assistance from officers of the Public Order Unit.

**MINUTES & MATTERS ARISING**

- 9.1 The minutes of the meeting held on 21 July 2014 were approved and signed as a true record.
- 9.2 Mr Edwards confirmed that contact lens solutions and cases had been made available in the 24 hour custody suites.

**POLICE AND CRIME COMMISSIONER**

- 10.1 Mr Underhill provided members with an update on his position as re-elected Chair of the Independent Custody Visiting Association. He added that the Association now enjoyed 100% of submissions of regional reports and that awareness about the statutory responsibility of custody visiting had been raised with Commissioners all over the country. Regional reports had importance for the entire custody visiting team as they provide an opportunity to share best practice.
- 10.2 He had gone on to highlight areas where progress had been made which included obtaining a 3 year agreement for funding for the Association from the Home Office, moves towards a national report form, improvements to the ICVA website and that the OPCC would shortly commence work to achieve the Investors in Volunteers award.

**10.3** He thanked the visitors for their commitment to the Scheme and their ongoing support.

## **CUSTODY VISITS TO POLICE STATIONS**

**11.1** The report to the Panel showed that of 172 detainees held, 95 (72%) had been offered a visit, of which 112 (91%) had accepted. The spread and timing of the visits had been excellent this quarter, with visits that had taken place on every day of the week and a total of 16 visits that had occurred between 7pm and 10am. The Chair thanked those who completed a visit in unsocial hours.

**11.2** It had been noted that entry had been gained to the 24 hour custody suites within 5 minutes for 100% of the visits.

### **Visits for Noting**

#### **Bournemouth**

**12.1** During a visit to Bournemouth on 26 September, visitors acknowledged that the suite had been very busy, but all detainee needs had been addressed. Chief Inspector Derbyshire advised that all suites had been provided with the 2014 copies of the Code of Practice.

#### **Weymouth**

**12.2** Whilst conducting a visit to Weymouth on 2 July, visitors had reported that call bells had been turned off. Chief Inspector Derbyshire advised that this practice had been against Approved Professional Practice which stated that call bells are only to be switched off for a short time and the rationale for this fully justified in the log. Staff had been reminded of this.

**12.3** During the same visit it had also been noted that toilet roll had not been provided in the cells. Mr Edwards informed the Panel that the decision to only supply toilet roll on request had been reviewed by custody management and instructions had been given to staff to ensure that a small supply would be available for use in cells. The Panel members were thanked for reporting this issue resulting in improvements to normal practice.

**12.4** Following a visit on 6 August, visitors reported that a detainee claimed that he had not been offered food, and that the log had not showed that offers had been made. Mr Edwards informed that Panel that staff had been advised of the importance of ensuring that all logs are updated with such information.

**12.5** Chief Inspector Derbyshire advised the Panel that breakfast cereal had been introduced in the 24 hour suites.

**12.6** On a visit on 15 July visitors had experienced a difficult visit, a meeting had taken place prior to the last Panel meeting and all issues had been resolved.

**12.7** Chief Inspector Derbyshire informed the Panel that Blandford would be undergoing a small refurbishment and following completion the suites at Shaftesbury and Sherborne would close.

**12.8** The Panel were reminded about the transfer of detainees from Weymouth and Bournemouth whilst the suites underwent annual deep cleaning.

## **OTHER MATTERS**

### **2015 Panel Meetings**

**13.1** The Panel were advised of the meeting dates for 2015. Monday 26 January at 3.30pm, Monday 27 April at 7pm, Monday 20 July at 7pm and Monday 19 October at 3.30pm

### **ICVA Conference**

**13.2** Members were reminded about the ICVA National Conference on 22 November 2014.

### **Training**

**13.3** Members were reminded about the refresher training planned for the morning of Saturday 1 November.

### **Completion of Report Forms by Sergeants**

**13.4** Mr Edwards informed the Panel members that sergeants had been asked to ensure that the responses are made comprehensively on the ICV report forms, but to avoid inconvenience to visitors, there would be no requirement for them to wait whilst that is done. Responses could be made on the blue form sent by sergeants to Mr Edwards and discussions would then take place between him and Mrs Fenwick.

*Meeting ended at 17:10 hrs*