

DECISION NUMBER: PCCG-2019-055



OFFICE OF THE POLICE & CRIME COMMISSIONER FOR GWENT

**MINUTES OF A MEETING OF INDEPENDENT CUSTODY VISITORS
HELD AT POLICE HEADQUARTERS, CROESYCEILIOG, CWMBRAN
ON 26th SEPTEMBER 2019**

Present: Ms Jean Munton (Chair)
Mr Jeffery Seabourne (JS)
Mr Richard Holland (RH)
Miss Bonnie Harris (BH)

Also in attendance:

Mrs Nicola Warren - Scheme Administrator, OPCC (NW)
Mrs Ceri Davis - Assistant Scheme Administrator, OPCC (CD)
Inspector Windsor Lewis Custody Inspector (WL)

The meeting commenced at 6.05 p.m.

	Notes and Actions	Action
1.	Apologies	
	Lesley Ball, Michael Hallinan, David Binding, Inspector Owen Jones	
2.	Minutes and Actions from Previous Meetings	
	The minutes of the last meeting were agreed and all actions had been completed. Having sought advice from the Independent Custody Visitors Association (ICVA), JM informed the visitors, there was no need to check if kitchen appliances had been PAT tested as it was not within their remit.	

However, should the visitors identify any issues with expiry dates during their routine checks, the Custody Inspector would like to be made aware in order to address the issue

The chair welcomed BH as a new visitor to the scheme.

3. Custody Update

Custody Inspector Lewis (WL) advised the visitors that both Newport and Ystrad Mynach were still operating, however the demand in both Custody units was being reviewed by Chief Constable Kelly.

We were informed that Ystrad Mynach was currently having new CCTV fitted and all cells were being updated.

JM asked if there was now a designated room at Newport for female detainees and WL confirmed there was.

WL informed the visitors that the new process for all detained children coming into Custody was fully embedded. All juvenile detainees were issued with a Public Protection Notice (PPN) and weekly audits were carried out to ensure every child had received one.

A discussion was held around the provision of Appropriate Adults (AA) for vulnerable detainees. We queried who provided the AA service and what the timescales were when requesting an AA. WL confirmed an AA was requested as soon as possible. In the first instance a family member would be contacted or social services. As requests for AAs had increased significantly due to the volume of vulnerable adults in Custody, a tendering process was being undertaken in order to ensure the increase in demand could be met.

WL informed us that Sergeants had recently received training on handling detainees with Autism and Aspergers Syndrome and also in relation to vulnerable adults and children in Custody.

WL advised the visitors that the old anti-rip clothing had been returned to the manufacturer and replaced with stronger anti-rip clothing after a detainee was able to rip it. We noted that not all detainees wore the anti-rip clothing, only detainees who posed a risk of self-harm.


WL informed the visitors that all Sergeants were to be trained as Custody Sergeants in order to provide resilience. The courses would include training about the Independent Custody Visitor Scheme (ICV) and were due to take place over the next few months.

WL advised the visitors that if they had any questions or concerns during

	<p>their visits, their feedback would always be welcomed by the Custody Staff.</p> <p>JM queried if the visitors should be signing the visitor's book when attending the front desk at Newport and Ystrad Mynach Custody or when in the Custody Suite, as there seemed to be some confusion around this. NW confirmed that the visitors should be signing in at the front desk on arrival. Also that a signing in sheet should be completed for the attendees of this meeting.</p> <p>WL informed the visitors that Sergeant Jodie Davies was working with Avon and Somerset Police on producing a redacted Custody Records screen to show only the relevant information required to visitors.</p>	CD
4.	Scheme Update	
	<p>NW advised there were currently six active visitors. One ICV was due to be off for approximately 6 weeks from 10th October 2019, due to health reasons. Another visitor was currently off due to health reasons and there was uncertainty on the length of time for recovery. CD to make contact to confirm this.</p> <p>NW asked that all visitors kept the OPCC informed of any leave/sickness to enable us to assist with provision of cover as required.</p> <p>NW informed the visitors that we were waiting for the vetting process to be completed for the additional ICV to allow both new recruits to be trained together.</p> <p>NW advised that the old confidentiality form had now been revised. The revised form was handed out to the visitors for signing and would be posted to visitors who were not in attendance at the meeting.</p> <p>NW asked all visitors to ensure that their ID cards were kept up to date.</p> <p>NW advised the visitors that the tenure was currently three years followed by an additional three years. This was being reviewed with the possibility of extending it to five year terms.</p> <p>NW handed the visitors briefing papers regarding the changes to PACE Code C.</p>	<p>CD</p> <p>ALL</p> <p>CD</p> <p>ALL</p>
5.	Performance Framework Update	
	<p>NW advised the visitors that thirty one visits were scheduled over the past three months and twenty seven were carried out. Four visits had been missed due to sickness and an unexpected resignation.</p>	

	<p>NW thanked all the visitors for trying to accommodate and cover extra visits.</p> <p>NW informed the visitors that there had been a very good spread of visit times/days over the past three months.</p> <p>NW confirmed that no major issues had been raised, entry into custody had been within 5 – 15 minutes with no abandoned visits.</p> <p>CD advised the visitors that a report form had been submitted last week which showed a delay in entering Custody due to being short staffed. CD to provide details of this visit to WL.</p>	CD
6.	Any Other Business	
	<p>NW presented bite size training on the changes to PACE Code C provided by the ICVA.</p> <p>WL confirmed that the both Newport and Ystrad Mynach had the new leaflet informing female detainees of their rights regarding sanitary products whilst in Custody.</p> <p>We were also advised that if there was a language barrier the Language Line was utilised.</p> <p>WL advised us that two transgender detainees had complained about the way in which they were treated whilst in Custody within another force. The complainants had subsequently joined the force training scheme to help with the training of new Custody Sergeants. WL invited all visitors to attend the training day which was due to take place towards the end of the year. WL to confirm.</p>	WL
7.	Date of Next Meeting	
	The next meeting will be held at 6pm, on the 18 th December 2019 in Conference Room 1 at Gwent Police Headquarters, Croesycellog.	

Meeting concluded at 7:20pm

Jeff Cuthbert, Police and Crime Commissioner for Gwent	
I have monitored the Independent Custody Visiting Scheme Minutes and am satisfied with progress.	
Signed 	Date 28/10/19

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Background papers	None

