



Independent
Custody Visitor



STAFFORDSHIRE COMMISSIONER
Police | Fire and Rescue | Crime

Independent Custody Visitors Northern Panel

Notes of the meeting held on Tuesday 10 January 2023 19:00 at Newcastle Community Fire Station

These notes are not verbatim but aim to give an overview of items discussed and actions arising

No:	Item:	
1	Welcome & Apologies	<div> <div> Attendees: Elizabeth Shenton Steve Myatt Cate Whitehouse Andy Carter Sandra Beard Colin Melvin Chief Inspector Lucy Maskew Michelle Ryan- Staffordshire Commissioner's Office </div> <div> Non-Attendees: Prim Handforth Nigel Sanderson Margaret Redfearn Elena Johnson Rhiannon Stephenson </div> </div>
2	Minutes and Matters Arising	<p>Previous minutes were agreed.</p> <p>The following feedback was given on Action Points:</p> <ul style="list-style-type: none"> Issues with supply of food and blankets – an update was given by Chief Inspector Maskew. All issues appeared to be resolved. ICVs agreed to notify SCO if any further issues arose. Policy on food wrapper removal – ICVs indicated that this was still occurring. ICVs confirmed that custody staff were informing them if children were in custody. ICV Room – it was agreed that ICVs could now use the PACE Inspectors room as a permanent place to use and store their paperwork.
3	Visits	<p>The Independent Custody Visitor's gave an overview of their visits. Issues noted included:</p> <ul style="list-style-type: none"> Noted that the smell of the Cannabis Store was often strong within NACF. ICVs were informed that this would be moved from its current position.



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		<ul style="list-style-type: none"> ICVs asked whether they could be informed of when building works were being undertaken and if wings were closed. It was agreed that this would be communicated to the Commissioner's Officer to relay to ICVs. ICVs asked what happens when a phone is confiscated and the DP doesn't know the phone number of the person they wish to be contacted. Chief Inspector Maskew indicated that where there was a risk of action being taken on the phone, an officer is sent to the home address. ICVs indicated that all custody staff, especially the new CDOs seem very helpful and supportive. ICVs discussed the situation when a female DP was on level 4 observations and need to change her sanitary protection. A discussion followed on the process and how soiled items can be removed discreetly.
4	Police Update	<p>Chief Inspector Maskew indicated the following:</p> <ul style="list-style-type: none"> It would be useful if ICVs could check that children have been referred to Liaison and Diversion Team and the HCP and make an appropriate note on the ICV record. Refurbishments to NACF will be undertaken in Summer 2023. This will include the following: <ul style="list-style-type: none"> - Provision of additional van dock. - Improvement in cells particularly for less able detainees. - Uplift in number of cctv cells. - Different access for vulnerable DPs. - Adjust the layout of booking in area and holding area. - New kitchen area. Chief Inspector Maskew gave an overview of the Performance Indicators that are analysed on a monthly basis. This included Custody Inspectors dip sampling custody records. Considering Diversion messaging, in cells, targeting three areas:



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		<ul style="list-style-type: none"> - Domestic Violence - Children - Street violence
5	Commissioner's Update	<ul style="list-style-type: none"> • Completion of ICV1s – ICVs to ensure that all boxes are completed fully. A number of forms have been submitted with blank fields. It was acknowledged that when current supplies are exhausted, the layout may change slightly • Custody Visits – it was noted that in the quarterly reports that the majority of visits by ICVs were being undertaken on a Tuesday and Thursday. ICVs were asked if it was possible to vary the day and times of visits. • Training – Bitesize training sessions would be undertaken as part of the ICV meeting. Date and times would be agreed and circulated together with information on a relevant training sessions. • Recruitment – currently waiting for security clearance for 2 new ICVS to join the Northern Panel. Looking to undertake further ICV recruitment. • Regional Meeting of Scheme Managers – has been arranged for January. It was anticipated that a regional seminar would be discussed which the ICVs welcomed.
6	AOB	None
7	Date and Time of Next Meetings	<p>Thursday 9th March 2023 at 19:00 (<i>Changed from 14th March due to room availability</i>)</p> <p>Tuesday 13th June 2023 at 19:00</p> <p>Tuesday 19th September 2023 at 19:00</p> <p>Tuesday 12th December 2023 at 19:00</p>



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Action Log:	Responsible
<ul style="list-style-type: none">• Arrange further Custody Record Review	MR
<ul style="list-style-type: none">• Investigate possibility of visit to another Scheme / Regional Conference	MR