



Independent  
Custody Visitor



**STAFFORDSHIRE COMMISSIONER**  
Police | Fire and Rescue | Crime

## Independent Custody Visitors Northern Panel

Notes of the meeting held on Thursday 29 September 2022 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	<b>Welcome &amp; Apologies</b>	<div> <div> <b>Attendees:</b>  Elizabeth Shenton  Prim Handforth  Nigel Sanderson  Steve Myatt  Cate Whitehouse   Michelle Ryan- Staffordshire Commissioner's Office </div> <div> <b>Non-Attendees:</b>  Elena Johnson  Rhiannon Stephenson  Margaret Redfearn  Kerry Berrisford  Andy Carter  Sandra Beard  Colin Melvin   Inspector Andy Graham  Chief Inspector Lucy Maskew </div> </div>
2	<b>Minutes and Matters Arising</b>	<p>Previous minutes were agreed.</p> <p>The following feedback was given on Action Points:</p> <ul style="list-style-type: none"> <li>Clarify on food wrapper removal – no clarity given. ICVs indicating that the issues still remain with concerns for detainee's welfare.</li> <li>Custody Staff still not informing ICVS when children and young people are being detained.</li> <li>Custody Record Review session – not organised yet.</li> <li>Visit to Custody with Deputy Commissioner – completed.</li> <li>Investigate possibility of visit to another scheme – not organised yet.</li> </ul>
3	<b>Visits</b>	<p>The Independent Custody Visitor's gave an overview of their visits. Issues noted included:</p> <ul style="list-style-type: none"> <li>At a recent visit ICVs had to wait 40 minutes for the Custody Log to be printed as CDOs didn't know how to print them off. ICVs indicated that a detainee came to be released and CDO were directed to leave the ICVs. The ICVs appreciated there was a need to prioritise but were concerned with how this was communicated to the CDO and the ICVs.</li> </ul>



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		<ul style="list-style-type: none"> <li>ICVs raised that on one visit the custody staff appeared to deter the from visiting a detainee due to a 'sensitive issue'. The ICVs were able to see the custody log. It had been raised formally with the Commissioner's Officer who had undertaken an investigation. Clarity had now been given on the remit of the ICVs and process for seeing detainees.</li> <li>It was noted that food supplies were extremely low. It was noted that there was not any milk during one visit and ICVs asked whether there is an issue.</li> <li>It was also noted that the number of blankets available was low (only 2 blankets) on one visit.</li> <li>Is there any further development on a room for the ICVs to complete their paperwork? They are currently using the Drug Testing room but there have been occasions where this is being used by the Drugs Team. Is there an alternative room that they can use to complete their paperwork if the Drugs Test Room?</li> </ul>
4	<b>Police Update</b>	No police update provided.
5	<b>Commissioner's Update</b>	<p><b>ICV1 and ICV2 Forms</b> ICVs were reminded to complete the date on the ICV1 forms. It was recognised that this part of the form was greyed out and may be confusing to ICVs. ICVs have asked for a further supply of ICV2 forms</p> <p><b>ICVA Quality Assurance Framework</b> The panel were informed that the Staffordshire Scheme would be looking to achieve the Platinum standard. Work was progressing. Concern was raised that available resources may impact on this.</p> <p><b>ICV Recruitment</b> Still on going. Interviews had been carried out and a further session of interviews would take place on Friday.</p> <p><b>Long Service Awards</b> A number of ICVs were due to achieve anniversaries would be invited to a Long Service Award on 25 October 2022 at 13:00 at Headquarters. Invites would be going out shortly.</p>
6	<b>AOB</b>	None



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7	<b>Date and Time of Next Meeting</b>	<b>15 December 2022 at 19:00 Newcastle Community Fire Station.</b>
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<b>Action Log:</b>	<b>Responsible</b>
• To provide a supply of ICV2 forms	MR
• To find out if there are supply issues with food and blankets	MR
• Is there any development on a permanent room for ICVs to undertake their paperwork	MR
• To clarify again what the policy is on food wrapper/ rubbish removal from cells	MR
• To request that Custody Staff inform ICVs if young persons are being detained at the beginning of a visit	MR
• To arrange a further Custody Record Review Session	MR
• To investigate possibility of visit to another ICV Scheme	MR