



**MINUTES OF THE INDEPENDENT CUSTODY VISITING SCHEME**  
**HELD REMOTELY**  
**ON 28<sup>th</sup> APRIL 2022**

**Present:** Ms Jean Munton - Chair, Independent Custody Visitor (JM)  
Mr David Binding – Vice Chair Independent Custody Visitor (DB)  
Ms Lesley Ball – Independent Custody Visitor (LB)  
Mr Richard Holland – Independent Custody Visitor (RH)  
Mrs Lisa Langle – Independent Custody Visitor (LL)  
Ms Jackie McAndrew – Independent Custody Visitor (JM)

Also in attendance:

Mrs Nicola Warren - Scheme Administrator, OPCC (NW)  
Mrs Ceri Davis - Assistant Scheme Administrator, OPCC (CD)  
Inspector Roland Giles – Custody Newport (RG)

***The meeting commenced at 6:06 p.m.***

	Notes and Actions	Action
1.	<b>Apologies</b> Apologies for absence were received from Michael Hallinan, Marilyn Rankin, Custody Nurse Louise Price and Chief Inspector Huw Jones.	
2.	<b>Minutes and Actions from Previous Meetings</b> The minutes of the last meeting were agreed as a true and accurate record. <b>Action 3</b> RG informed us that a partial collaboration with South Wales Police to hold Gwent Police detainees within their custody suites would not be going ahead.	

	<p><b>Action 6</b> NW advised us that since the Covid restrictions had lifted, the training and future panel meetings could be held in person and online.</p> <p><b>Action 7</b> NW asked the visitors if it would be preferable to hold the refresher training in the day or in the evening. NW to circulate possible training dates to ascertain the preference of the majority.</p>	<b>NW</b>
<b>3.</b>	<b>Custody Update</b>	
	<p>RG informed us that staffing levels had increased, there were currently twenty-one Custody Sergeants in post with an establishment of twenty. One Sergeant was due to move on to another post shortly. A Custody Sergeants training course was planned for July which would enable new Sergeants to join custody.</p> <p>RG advised us that five Custody Detention Officers (CDOs) had been recruited which would increase the number of CDOs to forty. Following completion of training, vetting clearance and medical assessments the new CDOs would be operational by July. There would be ten CDOs on each shift in each custody unit.</p> <p>RG advised us there had not been any pre planned unit closures as a result of staffing levels. There had been occasions where one of the custody units had to be closed for a minimal length of time due to high demand and staff sickness. The force Covid policy had now been revised which had enabled staff to attend work even if someone in their household had contracted covid, provided the staff member tests regularly.</p> <p>RG informed us that a decision-making Sergeant had retired, and a Custody Sergeant had been successful in applying for the role.</p> <p>RG advised us that a Sergeant promotion board was due to take place in May, once the number of successful promotions had been established then new Sergeants would join the custody unit.</p> <p>NW reiterated the importance of all new recruits being made aware of the ICV scheme.</p> <p>RG informed us that a decision had been made to have an additional Custody Inspector and that there would be an Inspector covering each unit. The starting date of the new Inspector was not yet known.</p> <p>RG advised us the new Inspector had previous experience of working within custody and would be updated on the scheme. CD to invite to the new Inspector to the next Scheme meeting.</p>	<b>CD</b>

RG advised us the daily management meeting that discusses any areas of focus or concerns about the management of the unit were positive and effective and allowed quick time feedback for information.

The meeting also focused on children in custody and their cases, and this enables the Inspector or Chief Inspector to chase up actions with divisional colleagues.

RG informed us a peer review of custody audits had been introduced, this involved Sergeants reviewing each other's audits. The audits were carried out once a month and would provide learning opportunities for anyone undertaking them.

RG advised us the custody distraction boxes had been upgraded to include sensory items, additional books, footballs and stress balls. Distraction boxes were only given to detainees who would benefit from them and only given out once a risk assessment had been carried out.

RG advised us there was now a CDO on each shift trained to refer detainees for gambling addiction services.

RG informed us that the number of children in police custody was still being scrutinised along with ensuring they were only detained for a minimal length of time. A check list had been implemented to demonstrate the Sergeants had considered the welfare of the child, the reason they were in custody and if there were any alternatives to arrest.

NW asked if the pilot scheme in Newport regarding safe accommodation for children detained in custody was still ongoing.

RG informed us the pilot was for three months and had now come to end. The pilot offered a bed in non-secure accommodation for children who had been charged but denied bail. This was not being utilised as it was found that the child detainee could leave easily as the accommodation was not secure. A pilot for secure accommodation was being discussed.

RG advised us that a new device for assisting with searching for certain metals on detainees is being trialled in Newport. It is hoped that the additional search would prevent detainees presenting with weapons or items to harm themselves with. This would not be a substitute for searching but an extra search that all detainees would go through.

RG informed us that there was still an issue with obtaining ambient and hot food. A stock list was being provided weekly for ordering and was being managed.

A discussion was held around the catering facilities and food supplied. RG confirmed any detainee dietary requirements would be noted and displayed on their cell door.

	<p>RG informed us there had been no issues with Solicitors and Appropriate Adults attending the units.</p> <p>RG informed us the CDOs had been given their own portfolios and daily job lists to assist with the management of the unit and to ensure stock levels of required items were appropriate.</p>	
<b>4.</b>	<b>Scheme Update &amp; Performance Framework Update</b>	
	<p>NW advised us that there were nine custody visitors on the scheme and thanked the visitors for their contribution to the scheme.</p> <p>NW advised us that the number of visits had increased in the last quarter, seventeen visits had been carried out with one visit aborted due to an issue accessing the unit.</p> <p>It was confirmed that custody access for Newport was via the front desk or enabled via the outside telephone/telecom if visiting after hours.</p> <p>NW advised us that the majority of visits had taken place in the mornings and requested the visiting times are varied in the next quarter.</p> <p>NW asked visitors to submit visit forms as soon as possible so they could be monitored and to ensure she was able to complete the quarterly statistical information for the Independent Custody Visiting Association.</p> <p>NW informed us there had been thirty-two minor issues raised that had been dealt with immediately by the custody Sergeant. An issue had been raised, regarding temperature checks not being carried out prior to detainees entering the unit. This was followed up by the OPCC and confirmation had been received that the process was still in place. Another issue had also been raised about a detainee being held in a police van for 10 hours whilst waiting for medical assessment at the Grange Hospital. This was followed up by the OPCC who had been advised there had been delays experienced by all attending the hospital not only the detainee, but there was a process in place where detainees were given priority as much as possible.</p> <p>RG advised us a new process had been implemented if an ambulance was required for a detainee. due to the extensive delays being experienced. An officer would call the clinicians desk based in the ambulance services control room and the operator would advise whether to wait for an ambulance or to convey to hospital in a police vehicle.</p> <p>RG to clarify the protocol with the decision making of detainees being transferred to hospital to ensure the welfare of the detainee.</p> <p>RG to feedback on the welfare of the detainee held in the police van for a number of hours to NW.</p>	<p><b>RG</b></p> <p><b>RG</b></p>

	<p>NW informed us an issue had been raised with the conduct of a CDO towards the attending visitors. This was followed up by the OPCC and the Chief Inspector. The matter was raised with the supervisor who addressed the issue with the member of staff and reiterated the protocol for the visiting scheme. This had then been fed back to the visitors concerned.</p> <p>NW advised us there had been eighty-nine detainees in custody in the last quarter, fifty-three visits had been accepted and thirty-six detainees had not been seen as they had either refused a visit, were in interview, asleep or intoxicated.</p> <p>NW advised us there had been minimal delays in accessing custody and twelve visits had been granted within five minutes.</p> <p>NW informed us that the number of near misses recorded in custody had reduced since a new recording system had been introduced. There had been two near misses recorded this quarter.</p> <p>NW asked if all visitors had received the ICVA weekly updates and advised that 'straight to resource' training was included within the update and would be beneficial to view and assist with ICV training.</p>	
<b>5.</b>	<b>Any Other Business</b>	
	No other business was discussed.	
<b>6.</b>	<b>Date of Next Meeting</b>	
	The next meeting will be held at <b>6pm, 12<sup>th</sup> July 2022.</b>	

**Meeting concluded at 7:05pm**

<p>Jeff Cuthbert B.SC., MDIPD, Police and Crime Commissioner for Gwent</p>
<p>I confirm I have considered whether or not I have any personal or prejudicial interest in this matter and take the proposed decision in compliance with my code of conduct.</p> <p>Any such interests are recorded below.</p> <p>The above request has my approval.</p>
<p>Signed</p> 

Date

20/05/2022

**Contact Officer**

Name

Nicola Warren

Position

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Background papers

<b>Actions from Meeting dated 22<sup>nd</sup> January 2022</b>				
<b>Minute Number</b>	<b>Action</b>	<b>Owner</b>	<b>Update</b>	<b>Complete/Ongoing</b>
3.	RG advised us the new Inspector had previous experience of working within custody and would be updated on the scheme. CD to invite to the new Inspector to the next Scheme meeting.	CD		
4.	RG to clarify the protocol with the decision making of detainees being transferred to hospital to ensure the welfare of the detainee.	RG		
4.	RG to feedback on the welfare of the detainee held in the police van for a number of hours to NW.	RG		
<b>Action from Meeting 22<sup>nd</sup> January 2022</b>				
7.	NW informed us refresher training would be conducted following the induction of the new visitors. NW to send out available dates in the coming weeks.	NW	Dates sent out but will need to send out a new date due to lack of availability.	Ongoing
<b>Actions from Meeting dated 13<sup>th</sup> October 2021</b>				
3.	RG informed us that no decision had been made regarding the consideration of a partial collaboration with South Wales Police Force to detain Gwent Police detainees.	RG	Update provided.	Complete
6.	It was requested that visitors who would prefer to attend the next meeting in person at Gwent Police Headquarters should notify CD via email prior to the meeting date.	All Visitors	Update provided	Complete

