**GUILDFORD/SALFORDS/STAINES QUARTERLY MEETING**

**Tuesday 26th July**

**Via Zoom**

**Attendees** – Jackie, Cathy, Sheila, Dale, Ian, Gail, Debbie, Richard, Debbie, Amanda, Unnati, Jon, Marie, Kevin, Veronica, Denise, Jennifer, Jane H, Greg, Linda, Jim, Richard, Laura, Anne, Helen Palsar (Surrey Police), Claire McDonald (Surrey Police Counter Terrorism)

**Apologies** – Janette, Fiona, Cynthia, Julie, Laurence, Lesley, Alison, Claire, Jane O (in custody)

**WELCOME - SS welcomed those present to the meeting.**

**Prevent Training –** Claire McDonald delivered counter terrorism training. A Prevent report form will be added to the secure portal of the SAAVS website for use by AAs, and contact numbers circulated.

**Police Update**

Lisa Holbrook-King is now Custody Chief Inspector and Superintendent Mel Golding will be joining from Hampshire Police. There are 7 new sergeants in custody. The recent cell closures in Guildford custody were due to snags resulting from last refurbishment. There are some upcoming custody suite closures for deep cleans & maintenance. Dates will be notified to all.

**Managers update**

**IPads**– A SAAVS iPad will be put in each custody suite for AAs to use to refer to IKAAN and complete PACE report forms. The use of the iPad will reduce the risk of any GDPR breach and speed up the reporting process. At the most recent Steering Group Meeting, Children’s’ Services representatives welcomed this change. We are aware that the Wi-Fi can be unreliable in custody and this is therefore a trial and feedback would be most welcomed. If any AA would prefer not to use the iPad they will be able to complete the forms in the usual way.

**Future Training** – An Equality and Diversity Workshop has been arranged for 10th September (details to be circulated). Suggestions would be welcome for topics to be covered at future training sessions.

**Statistics – April – June 2022** – SAAVS had 313 PACE report forms. 147 children and 166 vulnerable adults. AAs are requested to complete forms for disposals carried out remotely to ensure that they are included in the statistics, please make sure that you complete the offence along with the main details.

**AOB**

It was reported that mobile telephone numbers are still appearing on custody records. JB will raise this issue with Police Officers at the Steering Group Meeting. All AAs are requested to ensure they ask custody staff to remove personal phone numbers if they notice them being used. The only number to be used is 01483 790307. This is to ensure the safety and anonymity of all SAAVS personnel.

The issue of the length of time which solicitors are taking to arrive in custody was raised. JB agreed to take this to Steering Committee.

Jim Moffat reported on a Hydro Training organised by Surrey Police which he recently attended and found worthwhile. JB passed his feedback onto Surrey Police who are hoping to arrange another event soon.

**Date of next meeting: Tuesday 11th October – at Church House, Guildford**