

HMP Latchmere House

Independent Monitoring Board
(IMB)

Annual Report

1st February 2009 – 31st January 2010



Section 1

THE STATUTORY ROLE OF THE IMB

The Prisons Act 1952 and the Immigration and Asylum Act 1999 require every prison and IRC to be monitored by an Independent Board appointed by the Secretary of State from members of the community in which the prison or centre is situated.

The Board is specifically charged to:

1. satisfy itself as to the humane and just treatment of those held in custody within its prison and the range and adequacy of the programmes preparing them for release;
2. inform promptly the Secretary of State, or any official to whom he has delegated authority as it judges appropriate, any concern it has;
3. report annually to the Secretary of State on how well the prison has met the standards and requirements placed upon it and what impact these have on those in its custody.

To enable the Board to carry out these duties effectively its members have right of access to every prisoner and every part of the prison and also to the prison's records.

Section 2

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Section 3

DESCRIPTION OF THE PRISON AND ITS ROLE

3.1

HMP Latchmere House was acquired by the prison department of the Home Office in 1948. It has been a junior and senior detention centre, a young offenders' institution and an immigration centre for detainees before being designated as a resettlement prison in 1991. It is situated off Ham Common between Richmond and Kingston in Surrey. There are two accommodation wings (A and B), four workshops only one of which is in use, kitchen and dining room, a gym and a small outdoor tarmac sports area used for volley ball and short tennis. There is also an aviary. The original 19th century house which gives the prison its name houses prison office accommodation and NOMS Training Unit South. There is a conglomeration of elderly single storey buildings inside the perimeter fence which house among other necessities the Chaplaincy and Health Care Centre. The Works compound includes the remains of the stables of the "big house". The prison looks unprepossessing and shabby: accretions of buildings thrown up over the years. The standard of accommodation is poor because of its age and the lack of refurbishment. Fortunately looks are not important: this is a sought after, adult, male resettlement prison, one of only three in the country. It is semi-open because it has a perimeter fence, a relic again of its past.

3.2

Since 2006 the prison has been "clustered" with HMP Wormwood Scrubs. The management team, one On Site in Charge Governor Grade E and two Governor F grades, reports to the Governor of that prison.

3.3

Latchmere House receives adult male prisoners approaching the end of their sentences who are resettling within the M25 area. All have to have Cat D status. The role of the prison is to use the seven resettlement pathways to prepare prisoners for release and to prevent them from re-offending. The pathways aim to address the following issues: Drugs, Attitude, thinking and behaviour, Financial debt and benefits, Health and alcohol, Children and families, Education, training and employment, Accommodation.

3.4

Prisoners are encouraged to be self-reliant and self-motivating. They are released on temporary licence for a number of hours each weekend so that they can visit and rebuild ties with their families, and after an initial period, are allowed to go to work daily. All of these are essential components of the resettlement process and crucial factors in reducing re-offending. Support for prisoners is available from Probation, Learning and Skills, a counsellor, the Carats drug service (Counselling, Assessment, Referral, Advice and Throughcare), Healthcare and Chaplaincy.

3.5

There is an active multi-faith chaplaincy and opportunities are available to attend nominated places of worship near the prison.

3.6

The prison's Certified Normal Accommodation (CNA) is 207 with occupancy averaging 197 over the year under review. Most prisoners have their own room, own key and have freedom of movement within their own wing and communal areas of the prison during the day. At 8.30pm the wings are locked. A small number of prisoners share rooms, usually when they first arrive and if they are from the same sending prison. Latchmere could take up to 20 Lifers but in practice takes under 10. No sex offenders or arsonists are accepted. Latchmere House is at NOMS Performance Level 3 (on a scale 1-4 with 4 being the highest).

Section 4

EXECUTIVE SUMMARY

4.1 Main issues raised

a. Refurbishment of the estate

Although the Board is aware of the serious financial situation facing the prison service, essential improvements to the A Wing upstairs showers are outstanding. Setting up a central laundry staffed by prisoners, while costly in the short term, would pay for itself eventually. (See **6.1** and **6.3.**)

b. Internet access for prisoners

The Board considers allowing internet access for prisoners seeking employment essential and urges the Director of Offender Management for London to permit this, subject to satisfactory security arrangements. (See **6.4.**)

c. Extra spaces for prisoners requiring re-settlement in the London area.

Wasted space at Latchmere could be used for an extra accommodation block. This would bring added benefits in the form of extra staff. (See **6.5.**)

d. Personal officer scheme

The Board considers that the Governor has taken appropriate steps to address the hitherto unsatisfactory working of this scheme but it remains to be seen how effective the new arrangements work out in practice.

e. Security categorisation of prisoners

The Board urges the prison service to accept once and for all that Latchmere House is a Cat D prison. (See **6.8a.**)

4.2 Policy issues requiring a response from the Minister

None.

4.3 Operational issues requiring a response from the Prison Service

Items 4.1a, 4.1b, 4.1c and 4.1e above.

4.4 Overall judgement

Latchmere House is a safe and secure resettlement prison whose resettlement work is most effective when prisoners arrive with some time left to serve. Staff and prisoner relations are excellent. The personal officer scheme has not worked satisfactorily but the Board hopes that there will be an improvement. There are still areas of the prison requiring refurbishment although the long awaited installation of in-cell electricity goes a long way to improve prisoners' living conditions. The Board is encouraged by some new training initiatives started over the year although the garden project failed to meet expectations.

Section 5

AREAS ON WHICH THE BOARD MUST REPORT

5.1 Diversity

a. For various reasons the Board has not monitored Diversity as well as it should during the reporting year. Until the last few months no IMB member attended REAT meetings. This has now been remedied. The member now attending has had to express her disappointment at the poor attendance at these meetings by some staff. Sometimes this has been caused by other important demands on staff time in a prison where most staff wear several hats. In addition meetings have been cancelled and re-arranged at short notice.

b. The part-time Diversity Officer who did much good work previously, resigned during the year. She found the 16 hours per week allocated to the job too little to cover the demands of the job, bearing in mind she was expected to cover disability, the needs of the elderly and those of foreign nationals. In addition she was a wing officer. The prison cannot support a full-time Diversity Officer because it is too small.

c. The hours were subsequently increased to 20.5 per week but the newly appointed Diversity Officer did not take up the job because he was promoted. The prison now finds itself without anyone to take on the job, although the job has been advertised. The position is unfortunate because after a recent unannounced follow-up HMCIP visit it was recommended that a new diversity policy be drawn up to cover among others the needs of the elderly and disabled for whom there are no special facilities at Latchmere.

d. The BME population at Latchmere has hovered throughout the year around the 67% mark. After last year when there were some issues of perception of less favourable treatment of BME prisoners when it came to work and training, BME prisoners now tell the Board that they feel well treated and suffer no disadvantages in comparison with their white colleagues. The Governor publishes monthly figures showing that in spite of the economic downturn, both BME and white prisoners are equally represented when securing employment. In addition the Board monitors the number of BME prisoners working in the Kitchen.

5.2 Resettlement

a. During the year a Board member attended meetings of the Resettlement Policy Committee as an observer. The meetings are supposed to be held monthly but during this year only six took place, one of which dealt entirely with the planned practical reorganisation of the Resettlement Unit. Since resettlement is the "raison d'être" of Latchmere House, it is unfortunate that so many meetings were cancelled for different reasons and usually at short notice.

b. The problem noted in last year's annual report of some sending prisons not providing complete paper work for arriving prisoners has continued albeit on a smaller scale. The application form has been amended so that the sending prison must do more preliminary work enabling Latchmere Selection to make an early decision as to a man's suitability. Complete paperwork is particularly important for MAPPA prisoners who need closer

management than others and who at any one time make up one third of Latchmere's population.

c. Induction for new arrivals lasts two weeks. They are given a live induction information pack when they come which could be difficult for some to absorb. This document is constantly updated. They sign a compact with the prison and are invited to fill in a feedback form in due course. Induction begins with an Icebreaker session when prisoners meet a governor, a representative from Chaplaincy, Probation and the IMB. The three "rules" of Latchmere, no drugs, no alcohol and no violence, are spelled out to prisoners at this meeting. Prisoners are risk assessed and look at education possibilities during this early time. The Probation department carries out its own risk assessment on every new arrival even if the prisoner has already enjoyed town visits at his previous prison. Every work and community placement is risk assessed. About 800 such assessments are carried out during the year by the department.

d. A Family Day is held at the end of the second week when men are encouraged to invite family members and/or friends to attend an information session and, as an inducement, a town visit with their guests is permitted during the afternoon. In the morning representatives from Carats, Probation, a Counsellor and sometimes Listeners, introduce the opportunities available in Latchmere House and explain the valuable role the family can play in supporting the prisoner and encouraging him to make the most of these opportunities. Families are invited to contribute information for the prisoner's sentence plan which is worked on during the fourth week after arrival.

e. Prisoners progress to 20 days community work in the prison, in the kitchen or in the gardens for example, followed by a six week work experience placement. This benefits those who have little work history. There are various pathways to employment: mentoring jobs with the Foundation Training Class and the Safer London Foundation. St. Giles Trust and the Volunteer Centre in Kensington and Chelsea find offenders voluntary work experience which helps them to go on to paid jobs. Some men work in Sue Ryder charity shops. National Grid provides construction work opportunities, as does Wates. 65 prisoners attended the Wates open day at the prison and 25 have been successful in gaining places on the training course. All prisoners who train successfully with Wates are guaranteed jobs. Other specialised training days are held: a Train to Gain workshop was held when different construction employers talked to prisoners and Billingsgate Fish Market held a recruitment session at the prison for those interested in training as fishmongers. Staff have been successful in finding funding for training from charities like Richmond Parish Lands which has paid for driving lessons and training on Heavy Goods Vehicles. Staff who have built such successful links with employers should be congratulated. A course for Gym instructors has been introduced and a successful cake decoration course was held which is to be repeated. A successful innovation has been a falconry course under the auspices of Lantra. The prison's own Birds of Prey project is the basis for this course where men are trained to work in pest control. The project itself introduces men to going out into the community with the birds to exhibit them at fairs and local community events, raising money for different charities. A dedicated member of staff accompanies them. It is disappointing that the new vegetable garden project for various reasons foundered and the Board hopes that, with some external voluntary help, it will succeed in the next gardening year.

f. There have been complaints from prisoners that delays in checking the suitability of work placements have resulted in the loss of jobs and this needs looking at. This checking is carried out by the police. There has been an increase in the number of unannounced checks on prisoners at their work places but in most cases the prison relies on the workplace informing the prison and this should be tightened up. In addition prisoners have to understand that the terms of their licence require them to travel to and from work by the most direct route and not to make detours for any reason.

g. The general economic climate has made finding employment for ex-offenders more difficult. However, staff rose to the challenge. During the year the prison consistently achieved or surpassed its targets for discharging prisoners into full-time employment, accommodation and education or training.

h. Towards the end of the year a practical re-organisation of the resettlement building and its offices and staff was started which is still going on. The idea was to separate the roles of the administrative staff and prison officers with officers having more face to face contact with prisoners. Flexibility is the goal when all staff will be able to cover for each other. This is taking time to settle down.

i. A Board member has attended the Lifer meetings held every two months as an observer whenever possible. All Lifers are discussed individually. The number of Lifers has varied between five and eight. There has been a recurring problem mentioned in previous Annual Reports about lack of contact between prisoners and their Personal Officers. This applies to all prisoners at Latchmere, not just to the Lifers but contact is particularly important with those serving indeterminate sentences. Most history sheets contain little or no input from Officers. However this problem is being addressed throughout the prison and it is hoped that contact will now improve. A new form in readiness for the arrival of P-NOMIS has been set up. There is a new Lifer Training course and it is hoped staff will follow this. The Lifer policy has been updated but still needs to be amended to include IPP prisoners. There have been problems with IPP prisoners because the Policy Unit is stipulating that they should fit into the same ROTL structure as Lifers. Latchmere cannot accept IPP prisoners direct from closed conditions.

5.3 Education

a. Kensington and Chelsea College provide 45 hours per week education which is mostly vocational.

b. Prisoners who need them can take basic literacy and numeracy courses as well as employability training, which includes help with CVs, letter writing, and interview practice. There is a computer suite where prisoners can with supervision follow computer courses like CLAIT and driving theory. The suite is open all day and on two evenings per week it remains open for those who are out at work during the day. This evening opening is popular. A fire marshals' course and a health and safety course have also been offered.

c. A prison magazine with contributions from prisoners has been started. This involves evening meetings. A book club has also got going.

d. Some prisoners take more advanced courses at outside colleges. During the year subjects ranged from Access to Music to Modern Greek, Singing, Excel, Carpentry and Electro technical Technology to name but a few.

5.4 Health care and mental health

a. The Richmond and Twickenham Primary Health Care Trust oversees healthcare at Latchmere which is essentially provided by a local GP surgery. A nurse from the practice attends the prison on three mornings per week and appointments with the practice GPs are made through her. Licences for these appointments, along with dental and optician appointments made by the prisoners themselves, are applied for in the usual way. There is an arrangement with a local pharmacy for dispensing prescriptions. Kingston Hospital A & E Department covers emergencies.

b. Meetings to discuss all aspects of medical and healthcare at Latchmere are held every two months and are well attended by a wide range of prison and healthcare staff. This ensures excellent communication between departments. A Board member usually attends these meetings.

c. Because of continuing concerns over prisoners arriving without their medical records or these not arriving for a considerable time after the prisoner, sending prisons now have to stick to a strict protocol when prisoners apply to come to Latchmere. Prisoners usually see a nurse the day after their arrival so that health problems can be picked up as soon as possible.

d. Prisoners with known mental health problems are not accepted at Latchmere and should one be identified, he would be transferred to closed conditions for treatment.

5.5 Health and Safety

Because of the departure in 2008 of the officer in charge of Health and Safety there were no meetings held for a year. The Board expressed its concerns to the Governor on a number of occasions. After the appointment of a different officer to cover Health and Safety it was not until towards the end of the reporting year that an initial meeting was held to draw up new terms of reference. It is planned that regular meetings will take place quarterly.

5.6 Safer Custody

a. There have been no deaths in custody or reported incidents of self-harm in the period under review.

b. The Board raised concerns in its last report about the Personal Officer scheme, commenting that some officers were not undertaking their part wholeheartedly. Written reports, about those prisoners for whom they had personal responsibility, were poorly completed and in some cases, non-existent. While this scheme is central to Latchmere's resettlement role helping prisoners to prepare for release into the community, it is also a method of obtaining information that would keep the prison safe. The last full HMCIP inspection in 2008 recommended that the personal officer policy should give role-specific guidance and detail the competencies required for the personal officer role and the training available. An HMCIP unannounced follow-up inspection took place at the end of June 2009.

This inspection noted that a year later a clear policy had been written but no training had been completed. It also noted that good quality and regular entries were still not being made on all prisoners' history sheets, and that face to face contact by personal officers was not taking place. Management has now taken steps to improve the situation (See 5.2i.)

c. The suicide prevention and self-harm improvement plan has been reviewed and issued during the period under review. Assessment Care in Custody Teamwork (ACCT) training (designed to detect and support those prisoners who are upset or disturbed and therefore might self-harm) has been ongoing during the year. Leaflets on how the procedures work have been distributed around the prison. Tackling anti-social behaviour (TAB) forms have also been introduced, in order to record and follow through on any such behaviour, and to support those affected by it.

d. The Safer Custody Committee meets once a month, and officially has 16 members, including a prisoner Listener, and the Samaritans' representative. A member of the IMB attends regularly, and has noted that actual attendance is far below the nominated Committee numbers. The violence reduction audit recommended that the membership is reviewed and that members are advised that their regular attendance is expected. A monthly anti-social behaviour key indicator report was produced for the first time in April 2009. It is analysed at each committee meeting, and records data such as assaults and fights, results of drug tests, ACCT and TAB forms opened, and reported formal complaints to staff. In the period under review one fight was recorded and one prisoner absconded while on weekend leave. There was a spate of vandalism in August and September (6 incidents), but this has not been repeated. Examples of anti-social behaviour incidents included spitting on a prisoner's cell door, and pressure being put on an orderly to provide in-cell battery recharging out of turn. Both these incidents were dealt with effectively by staff at the time and have not been repeated.

e. There were just under 80 adjudications during the year and 60% of these were for breaches of licence.

5.7 Segregation

Latchmere House has no segregation unit. Any prisoner whose behaviour is judged to be unsuitable for the prison's regime is subject to a case review and a possible return to closed conditions.

Section 6

OTHER AREAS OF THE PRISON ON WHICH THE BOARD HAS ISSUES TO REPORT

6.1. Refurbishment of the estate

a. The showers and lavatories on B Wing were refurbished which was long overdue. There is still one set of showers upstairs on A Wing whose bad state has appeared constantly in the Board's rota reports: peeling ceiling, chipped and missing tiles, rusty radiators, drips and leaks. It is difficult to keep clean. This facility had to be closed towards the end of the reporting year and remains closed because of a serious leak. The Board would like to know whether there are plans to refurbish this shower room.

b. Two out of four workshops are unused and the third is part occupied only. The buildings are not unattractive but do detract from the purposefulness of other buildings on the site as well as requiring maintenance. The Board would like to know whether there are any ideas to re-use these buildings.

c. A new Reception area and MDT area were created in the early part of the year which works well but a new window is still awaited so there will be some ventilation in the summer.

d. The Board is aware of the dire financial situation in which the prison service finds itself. However staff and prisoners need to be housed in reasonably healthy conditions.

6.2. Cleanliness of the prison

Another constant theme throughout the Board's year has been the poor standard of cleanliness around the prison particularly on B Wing: grubby floors, overflowing fridges, smelly microwaves and rubbish scattered around dustbins. However managers are taking steps to supervise cleaners more closely. B Wing has been repainted internally and A Wing repainting is being completed. This work was done by prisoners, is of a high standard, has improved the dingy areas and all concerned deserve congratulations.

6.3. Laundry area

The Board has commented frequently in rota reports on washing machines being broken, often through rough handling by prisoners themselves, and this results in expensive repair charges. The Board would like to suggest that a central laundry be created at Latchmere. This would of course cost money initially but would save some in the long run as well as providing internal employment for prisoners.

6.4. Internet access

Prisoners complain that they do not have access to the internet for job applications. Outside on home leave for example this is not a problem. In today's climate the Board considers internet access essential. It is aware of security implications. The Governor had hoped to arrange some supervised access but decided this was too complicated. The Board understands that permission for internet access is a matter for the Director of Offender Management and would like to know whether he would consider allowing access at

Latchmere. Prisoners are at a disadvantage otherwise and cannot always afford to use their pin phone accounts or even gain access to a free phone.

6.5. Extra spaces

The Governor submitted plans to take an extra 20 prisoners a year ago and there has been no definite reply. There is considerable waste space in the Works compound which could be used as accommodation. Apart from easing slightly the general overcrowding problem in prisons, the number of officers would increase. Most officers at Latchmere do more than one job and because there are so few staff, the absence of any on leave, sick, suspended or training, imposes a greater burden on the remaining staff. Towards the end of the year staff numbers were down 20% with long term sick and one suspension. This resulted in a loss of over 100 hours per week.

6.6. Cash in prisoners' possession

Until this year prisoners at Latchmere were allowed to bring money into the prison, up to £100. This had always been the case and there had been no problems. Then the higher echelons of the prison service decreed that this arrangement had to stop, it being apparently contrary to Prison Rules. The Board was disappointed at this "one size fits all" attitude believing that handling money is part of returning to normal life outside. In addition £8,000 of the prison's budget had to be found to buy new lockers for prisoners to use when leaving their cash at the Gate and to upgrade the CCTV system there. It says much for the good relationship between staff and prisoners and for the careful planning beforehand that the withdrawal of cash in possession took place without disruption.

6.7. Clustering

- a. Latchmere House is "clustered" with Wormwood Scrubs according to NOMS Model One, the lowest form of clustering: management functions are merged but prisons operate as separate entities and performance is monitored separately.
- b. The Board has not heard or seen any evidence that clustering puts Latchmere prisoners at a disadvantage. It has noted that the Head of Learning and Skills and the Finance Officer now divide their time between Wormwood Scrubs and Latchmere House. Two of the three governors at Latchmere are able to carry out duty governor roles at Wormwood Scrubs. On one occasion during the year a member of staff at Wormwood Scrubs was able to cover some of the work not being done by a Latchmere staff member on long sick leave.
- c. The recent HMCIP unannounced follow-up inspection criticised what it saw as a lack of clarity about Latchmere's role as the resettlement prison for London. A draft reducing reoffending policy in course of preparation at HMP Wormwood Scrubs was too weighted towards Wormwood Scrubs and incomplete. HMCIP draws attention to the danger of Latchmere becoming a mere department of Wormwood Scrubs rather than a stand-alone prison with a specialist role.

6.8. Increase in prison population

a. With the increase in prison numbers nationwide, the prison has frequently been under pressure from the central Population Management Unit to take Cat. C prisoners to increase the roll to 98% if not to 100%. Latchmere, as a Cat. D prison, is actually required to maintain its roll at 95% which it tries to do. However Latchmere is a “semi-open” prison by virtue of its surrounding fence, a relic of its past history, but this does not mean that it provides a suitable regime for Cat. C prisoners. There are no facilities and not enough staff to deal with the extra problems Cat. C prisoners bring with them. In short Latchmere would not be able to look after them properly. The resettlement role that Latchmere performs should be clearly understood and broadcast so that the prison can be allowed to focus on the selection of suitable prisoners.

b. The selection process is handled by one officer for whom there has been no cover for absences. Selection is solely on paper. Two applications are handled per place. In addition there are applicants who withdraw their applications quite late in the process when they discover they might have to share a cell and that there is no in-cell electricity.

c. With the introduction in 2008 of the new rule on auto-release, prisoners can now apply to come to Latchmere with as little as three months left to serve. They are therefore not there long enough to take advantage of the resettlement facilities that the prison provides. In 2007-8 9% of prisoners arriving had between six and 12 months left to serve. Now the figure is 28%. These prisoners come to maintain the roll even though they are not ideally suited to the prison’s regime. In addition the average age of prisoners is decreasing, now 25-29 years old, which makes for a slightly more volatile age group. It has been noticed that as they near their release date their behaviour deteriorates. Older prisoners who have worked their way through the prison system to come to Latchmere have complained to the Board about “the wrong kind of prisoners” being accepted.

d. A DVD designed to show the benefits of life at Latchmere and containing primarily contributions from serving prisoners was produced during the year with the intention of circulating it to sending prisons and showing it to new arrivals. The film should do much to reinforce the need for self-motivation on the part of men who apply.

6.9. In-cell electricity

The Board is relieved that after years of delay and confusion, contracts for the provision of in-cell electricity as well as upgrades to the alarm systems, have at last been signed. Preparatory work has already taken place. Provision of in-cell electricity is long overdue and will bring the prison into the 21st century albeit a little late.

Section 7

THE WORK OF THE IMB AT LATCHMERE HOUSE

7.1 General

a. The Board started the year with 8 out of 10 members which is its full complement. During the year three more members resigned, two unexpectedly through house moving and additional work pressures, and one planned retirement. The Board carried out a recruitment campaign that resulted in two interview sessions and is currently awaiting the Minister's decision on five recommended candidates. The Board believes that CRB checks slow down the appointments process. The Board's hopes to have new members installed at the end of the calendar year have been disappointed. Currently the reduced membership to five is placing extra work and pressure on existing members.

b. The Board was provided with a new office during the year after a re-organisation of office accommodation. Unfortunately a computer terminal was not and has still not been provided for the Board's use. This omission has been raised with the Governor who has arranged for the board to use a terminal in a next- door office or failing that, in an unused office in another building. It remains to be seen how this works in practice. The Board's Clerk has continued her dedicated support throughout the year for which the Board is very grateful.

c. Given the size of the prison and its informal environment, it is only necessary for one board member to carry out a rota visit to the prison each week. 52 rota visits have been carried out in the reporting year. Additional visits have been made by members who have a special interest in a particular area of the prison's work. A Board member attends the Icebreaker session every Monday morning to welcome new arrivals.

d. Board members also attend committee meetings within the prison including the Safer Custody Committee, the Prisoners' Consultative Committee, the Lifer Committee, the Resettlement Committee among others. After a period of non-attendance the Board now regularly attends meetings of the Race Equality Action Team. Unfortunately cancellation of meetings at short notice without informing IMB members continues to be a problem.

e. The Board invited the Head of Offender Management and the leader of the Carats team to talk to the Board about their work before Board meetings. Both these presentations were helpful and well received. The Board's new Development Officer attended a residential course for Board Development Officers. The new Chair attended a shortened version of the New Chairs' Course.

Board statistics

	2009-10	2008-09	2007-08
Recommended complement of Board members	10	10	10
Number of Board members at the start of the reporting period	8	7	10
Number of Board members at the end of the reporting period	5	8	7
Number of new members joining within the reporting period	0	4	3
Number of members leaving within the reporting period	3	3	2
Number of attendances at meetings other than Board meetings	88	107	86
Total number of visits to the prison (including all meetings)	123	172	150
Total number of applications received	21	26	29
Total number of segregation reviews held	N/A	N/A	N/A
Total number of segregation reviews attended	N/A	N/A	N/A

7.2 Applications

a. The work of the Board at Latchmere is different from that in traditional closed establishments. The atmosphere is more informal, most prisoners are on first name terms with staff and Governors' applications are heard on weekdays. Most prisoners' queries and problems are raised directly with and solved by staff. Prisoners are in an environment where they are encouraged to try to deal with issues themselves and they are enabled to do so. For this reason they bring few issues to the Board.

b. In the course of the reporting year there have been 13 written applications and 8 informal applications taken by Board members on rota visits and recorded in the rota book.

Analysis of prisoners' applications to the IMB at HMP Latchmere House

Subject	2009-10	2008-09	2007-08
Accommodation	1	0	3
Adjudications/disciplinary	4	1	4
Diversity related	0	0	0
Education/employment/training	9	4	9
Family/visits	0	4	3
Food/kitchen	0	0	0
Health	1	6	2
Property	2	2	2
Sentence related	3	4	3
Staff/prisoner/detainee related	0	1	0
Transfers	0	1	0
Miscellaneous	1	2	3
Total number of applications	21	25	29

7.3

I would like to take this opportunity to thank members of the Board and the Board's Clerk for their hard work and support during the year.

Ann Sandall

IMB Chair 2009-10,

Latchmere House.