



HMP LEEDS

REPORT 2010

Section 1 STATUTORY ROLE OF THE BOARD

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 Home Secretary 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 on 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.

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Section 3 DESCRIPTION OF THE PRISON

HMP Leeds is an inner city local prison serving the local courts of West Yorkshire. It is a Category B prison with the capacity to hold 829 male convicted and un-convicted prisoners at present. The Operational Capacity is 1154. The establishment has four Victorian Wings and two modern Wings; one of the Wings is dedicated to the vulnerable Rule 45 prisoners. Cells are either single or shared by two prisoners. All Wings have both prisoners who are on remand and prisoners who are convicted.

The prison has its own Healthcare centre, commissioned by the NHS Leeds. Facilities available to prisoners include a Gym, Education, which is contracted out to The Manchester College, and provisions supplied by external suppliers with a national contract. There are approximately 30 Voluntary and Community Service organisations working within the prison. These include the Samaritans, Prison Visitors, Bereavement Counselling and minority interest groups. The Jigsaw Visitors' Centre, an independent charity working closely with the prison, is a beacon project of many years standing.

There are 23 life- and 33 IPP- sentenced prisoners at the time of writing. In the previous year the figures were 23 and 24 respectively.

Section 4 EXECUTIVE SUMMARY

(a) *Particular issues requiring a response.*

Policy

HMP Leeds has the capacity to hold 1154 male prisoners. Prison service figures at the end of our reporting year show that the prison was 100% full for most of the year. We show in our Report some of the effects this has on prisoners (for example 5.2.1.4 and 6.6.1.1).

The Board has noted the continuing rise in the number of prisoners across the prison estate. (30% in 10 years from 1997 – Bromley Briefing June 2009). Reoffending rates are high; 47% of adult prisoners reoffend within one year of release, rising to 60% for those sentenced to 12 months or less (Ministry of Justice (2009), Re-offending of adults: results from the 2007 cohort, London: The Stationery Office Quotes in Bromley briefing July 2009). We are seriously concerned on two counts:

1. Increasing the number of prison places does not reduce reoffending rates. Through observing life inside a large local prison, the Board is well placed to understand the limited rehabilitation work which it is possible to carry out on a limited budget with so many men with so many complex needs. The Board urges the Justice Secretary to publish research on the cost effectiveness of spending approximately £40,000 per year keeping an offender in custody against investing the same amount in community based rehabilitation programmes.
2. The Board, whilst understanding the pressure on public finances, is duty bound to bring to the Justice Secretary's attention the fact that year on year funding cuts for the Prison Service have so far been achieved partly by efficiencies and partly by reducing rehabilitation work with prisoners. The Leeds Board is now seriously concerned that in future years the majority of savings will be achieved by reducing the rehabilitation work with prisoners.

Our concern on these two counts is that in the future the public will be at greater risk from offenders, as custody becomes less effective in its objective of reducing offending.

The Board is concerned about the difficulties prison staff have in obtaining information about prisoners from outside agencies when completing a cell sharing risk assessment (see 5.4.5). This has the potential for very serious consequences (as the inquest verdict the case of Mr Shahid Aziz in 1994 showed). The Board believes that the information available within the prison service is adequate, but would urgently like to be assured that access to outside agencies' information is fully available outside normal working hours.

The Board once again calls for a reduction in the time between a death in custody and the holding of an inquest. Although we have raised this on many occasions we still believe that the time scale is too long and that this causes unnecessary stress to both the families and the staff involved.

Operational

1. The Board has not been able to obtain any figures for the reoffending rates for prisoners released from HMP Leeds at the end of their sentence. The Board is surprised that these figures are not available to the Resettlement Team and wonders how the effectiveness of much of the good resettlement work carried out at Leeds (see section 6.9) can be measured. The Board feels that these figures should be made routinely available.
2. The Board records yet again its opinion that the Reception area is not fit for its work load (see section 6.8.1) and emphasises again the need for improved facilities.
3. The Board notes with concern that funding for an interactive Induction Programme was withdrawn (see section 6.8.2.8).
4. The Board also records again that the inpatient facilities are below standard (see section 5.3.3), and expresses its hope that the funding allocated for improvements will be forthcoming.
5. The Board is concerned to note that for the second year running the target for Diversity training has been missed by a wide margin (see section 5.1.8). The Board is pleased to note the excellent work done by the Diversity Manager and his team (see section 5) but would wish to see evidence of diversity awareness amongst a higher percentage of staff.

(b) Other issues of concern or excellence not requiring a response.

Excellence

Over the past year the Board has been pleased to note examples of excellence across a wide range of departments and individuals within H.M.P. Leeds. In this section we quote just three examples to give a flavour of that wide range. We have of necessity been selective in our examples, and are pleased to record that these are many other examples, some of which have found their way in to the body of our report, (see for example sections 5.1.4; 5.2.1.1; 5.3.1; 5.4; 5.5.7; 6.2.14; 6.5.14; 6.6.3; 6.8.1.4; 6.8.2.1; 6.9.2; 6.10.9).

1. The Board has observed numerous pieces of small but excellent work by both uniformed and non-uniformed staff over the past year. Such examples are Wing officers taking extra time to resolve a prisoner's problem, administrative staff and management grades responding positively to the Board's requests for action, and good interaction with prisoners by the learning and skills teachers and instructors.
2. The dispensing of medication has for many years taken up a significant amount of time within the prison. Over this year the system for dispensing has improved considerably, and the Board is glad to be able to commend the Medicine Management Project Team (5.3.5), the Works Department and others for this improvement.
3. The Board notes the excellent work done by the Primary Mental Health Team and others in reducing the incidence of self harm by 27% (see sections 5.3.6 and 5.4.4)

Concern

1. The number of Adjudications is also up by almost 70% on the last reporting year (section 5.5.4). The Board is unclear as to the reason for this, but makes two suggestions in section 5.5.4, and will also be making this a particular area for monitoring over the next year.

(c) **Overall judgement.**

The Board has noted a significant improvement in many areas over the past year. We have no major concerns to report about the way in which H.M.P Leeds is run, but have expressed a number of serious concerns in section 4 a) about matters beyond the Governor's control. We are, however, pleased to be able to report that prisoners, and prisoners' families, can be assured that in the Board's view, the Governor and staff at H.M.P. Leeds are committed to ensuring that all prisoners are held safely, and treated fairly and with respect.

Section 5 AREAS THAT MUST BE REPORTED ON

1 Diversity

- 1 The work of the Diversity team underpins many of the prison's efforts to establish and maintain the ethos of respect and fairness towards which HMP Leeds strives.
- 2 This year's focus has been on consolidating progress made in reporting and resolving racist incidents and in widening the brief of the Diversity team to include further work on disability and age-related issues, for instance the provision of gym/yoga classes catering for the 50 or so older prisoners at HMP Leeds.
- 3 The team continues to develop links with outside agencies where possible. Representatives from Victim Support, Leeds City Council and West Yorkshire Police, for example, sit on the Racist Incident Reporting Scrutiny panel.
- 4 The Board is impressed by the work of the Scrutiny panel which sits every two months to examine a sample of recent Racist Incident Reporting Forms. Two prisoner race relations representatives form part of the panel, make valuable contributions to discussion and provide feedback to the wider prison population. This practice goes some way towards addressing previously noted negative perceptions among prisoners about discrimination. Diversity staff from another prison have attended one panel meeting, sharing good practice and comparing procedures.
- 5 Members of the Diversity team have been awarded a commendation in this year's Butler Trust awards for work which 'promotes fairness and equality in a diverse population'.
- 6 Provision for disabled prisoners has been increased by creating a wheelchair access cell on A Wing in addition to the two on B Wing mentioned in the last Annual report. This still does not meet demand but prisoners using these cells report a high level of satisfaction with the provision. Wheelchair access to Workshop 6 and its disabled prisoner toilet facilities have also improved provision. Lifts and ramps are positioned where possible, though the age and geography of the prison building will always make access a problem in some areas.
- 7 Statistics are used extensively to monitor trends and progress against targets. The 6.6% target for Black and Minority Ethnic staff continues to be met and Race Equality Key Performance Targets for staff and prisoners are consistently above target. Actions arising from the Spring 2009 Measure of the Quality of Prison Life survey under Diversity have been met and have a Green rating. Statistics on the ethnicity of Healthcare users and numbers of Black and Minority Ethnic prisoners who are cleaners or kitchen workers are to be produced.
- 8 Just over 50% of staff are up to date with diversity training. The Board registers its concern at the failure to meet the 80% target (which we believe was last reached in 2006) but this needs to be set alongside the figure of 37% given in HM Chief Inspector of Prisons December 2007 Report.
- 9 Care is taken to ensure that diversity continues to have a high profile around the prison by the use of displays, posters and multi-lingual information, and by observing events such as Black History month and Disability Awareness week. Provision for worship of different faiths and food catering arrangements for daily requirements and for faith celebrations are thoughtfully organised.

- 10 The number of Foreign National prisoners averages around 110 with over 20 different ethnicities represented. The average time for Foreign Nationals to be held under IS91⁰ is three months; this is frustrating both for prisoners and the prison, as valuable space is being taken up by those who have served their sentences. Work with this group is of good quality and includes a regular forum and 'surgery' where Foreign National prisoners can meet trained staff and have their concerns addressed.
- 11 Each area of the prison including First Night Centre, Inpatient Healthcare and the Segregation unit has prisoner diversity representatives. Each Wing should have a minimum of two; some have more but they are gradually whittled down as transfers take place and another group is then trained to replace those who have left. Staff are trained to become assistant Race Equality Officers, supporting the full time Diversity officer and acting as the referral point for diversity issues. The role of these officers is more that of support and signposting rather than specialists in diversity issues. This works well as there is a central point of referral but awareness and some expertise is more widely spread.

2 Learning and Skills

1. OVERVIEW

- 1 In the Executive Summary of its 2009 Report, the Board expressed continuing concern at a) the low number of prisoners assessed educationally during Induction and b) the lack of maximum use of facilities due to operational reasons. We detail below strategies developed by the prison to address these issues, and, as they are at various stages of planning and implementation, will continue to make them a focus of monitoring. The Board feels very strongly that success will depend on effective communication between Wing staff and learning and skills providers.
- 2 Since the last report, the prison has introduced a Line Route system and P Nomis. The former has had the positive effects of giving greater opportunity of workshop and education choice – previously allocation was linked to Wing location – and enabling prisoners to develop the social skill of taking responsibility. The Line Route is appreciated by both staff and prisoners and the Board commends the Governor for its introduction and the staff for its successful implementation.
- 3 P Nomis has evoked a range of opinions. One clear feature however, is the Equal Pay Policy – £7.50 basic and £11.50 for trusted positions, per week – across the whole of the prison.
- 4 The practice of part time Education and Enterprise has continued. The prison has one thousand and thirty six daily part time activity places, thus accommodating the needs of all prisoners who need to, or want to, work.
- 5 Basic Literacy and Numeracy skills are an integral part of classes and workshops, the latter being visited by education tutors at least once a week.
- 6 Staff actively promote generic workplace and social skills; there have been many observations of prisoners being treated with respect.
- 7 Attendance at workshops and classes has daily variations, but monthly figures always attain the target of 80%. Vulnerable prisoners can attend a textile workshop designated for their sole use or go to education classes held on their Wing ; they can also do on-Wing work as cleaners and barbers. In addition, one course per year is allocated to these prisoners in both the multi skills workshop and radio station.

⁰ The IS91 is a warrant for the detention of a prisoner past his release date who has been identified as a foreign national and cannot be trusted to comply with reporting conditions. The form (IS91) means Immigration Service form 91

2. LEARNING

1. The education department assess everyone coming to Induction who does not have a previous assessment. At the moment, however, there are approximately one hundred prisoners (10% of the population) who have not been assessed. It is expected that the review of strategies as mentioned in 1.1 will reduce this backlog.
2. A new national system was introduced in August 2009. At the time of writing, Working Links give an introductory presentation, Education assesses Basic Skills and Working Links conduct individual interviews leading to a Client Action Plan. Eventually this will be fed into Managing Information Across Partners, which in turn will be accessed by Sentence Planning, and Sentence planning will feed into courses.
3. Citizenship and Cookery have been, and Diversity will be, added to the range of courses, but the Board regrets the loss of Pottery albeit for the good reason of using the space as a Resource for Family Learning. The Family Man scheme will continue, with the added benefit of supporters making two visits to the prison.
4. Discussion with prisoners shows that the majority value classes. Social skills of concentration and the ability to communicate ideas have been observed. "Useful work this. It's building on what I did outside."

3 SKILLS

1. Two issues mentioned in the Board's previous report are progressing successfully – curtains have been made for all but one of the Wings (Section 5.2.4 2009 report), and the six week Profile of Achievement will lead to a City and Guilds Technical Certificate in all workshops this year. Training for Instructors and prisoners has led to new items such as oven gloves and prisoner caps being made and Learn Direct plans are well advanced for twelve computers to be located in pods in Workshops 3 and 5.
2. The abolition of piecework has had a negative effect on production levels and resulted in a lack of motivation and sense of purpose for some men. Although there have been examples of pride being taken in work – one prisoner gave a clear explanation/demonstration of boxer short production – too many have been observed sitting unoccupied. "Not worth starting anything else. Finished what I'd to do". The prison has produced an Action Plan to reintroduce piecework. Other factors, e.g. refurbishment of workshops, which have impeded production levels, have now been worked through.
3. To help improve attendance, an instructor has devised a database to track the reasons for non attendance The regime Principal Officer is monitoring this daily, but it is unfortunate that figures will not be available until the data base has been upgraded. The Board will continue to focus on this area in the coming year. In addition, the majority of prisoners receiving morning medication are allocated afternoon employment.
4. The Board acknowledges the frustration to prisoners and staff when transfers stop training being utilised and courses being completed, and when changes in funding limit opportunities for higher learning.

4. LIBRARY

1. The library staff maintain a consistently good standard of provision through range of materials, rota planned access for all Wings and arrangements for those unable to visit the library.
2. The successful “Once upon a time” scheme continues to help family links and a recent initiative allows prisoners to use a Driving Test Theory CD in the library. Still at the proposal stage is a scheme to rent equipment so that maximum use is made of the stock of CDs.
3. Tutors visit the library to help orderlies’ education.
4. A recommendation in the last HM Chief Inspector of Prisons Report to provide seating and desk space has been implemented, despite limited space. It further adds to the welcoming ambience of the library.

3 Healthcare and Mental Health

1. Healthcare services at HMP Leeds are provided by Leeds Primary Care Trust and clustered with HMP Wealstun and Wetherby Young Offenders Institution. The team is very well led and there is a clear aspiration to matching levels of care with those expected outside of the prison. There has been considerable change and restructuring in recent months and healthcare staff have adapted well.
2. The Healthcare Team have done excellent work this year with their involvement of prisoners in the delivery of health services. A number of prisoners on each Wing have been recruited and trained as Healthcare Representatives and they are closely involved in any redesign and improvement to healthcare services. This work was recognised by the NHS National Centre for Involvement and the Leeds team received a national award for “Implementing Patient Involvement within a Prison Healthcare Setting”.
3. There has been considerable focus on the management of the pharmacy and dispensary functions at HMP Leeds. The board was concerned that vulnerable prisoners may be adversely effected by having to visit a central dispensary. This issue has been resolved with the opening of a specific treatment room on A Wing from where vulnerable prisoners’ medicines will be dispensed. The Board would like to acknowledge the work of the Medicines Management Project Team for the changes they have implemented.
4. The Primary Mental Health team has expanded from three to nine personnel and is now providing an excellent range of services. Clinics available to prisoners include: anxiety, relaxation, sleep, self-harm, anger management, smoking cessation, alcohol awareness, and a range of counselling clinics. The unit is very well positioned with easy access to Segregation, Medical Reception and the First Night Centre. Separate facilities are available on A Wing for vulnerable prisoners. The team attends all ACCT and constant watch reviews and also plays a central role in the prison’s drug treatment programs.
5. The mental health triage clinic is very effective in identifying prisoners’ needs. As many as 75% of prisoners passing through medical reception are tasked to the mental health team for follow up. Prisoners with mental health issues are managed on a caseload basis.
6. The Board would like to see a greater awareness of the mental health team’s work disseminated to Wing officers and prisoners; with greater access to the triage clinic through the “free flow” movement of prisoners.

7. The medical observation room on H3 has been underused due to concerns over security of equipment and prisoner management. The Board is pleased to note that this facility has been reassigned for use as a clean clinical area for the treatment of prisoners. This will enable a higher level of infection control and will also facilitate earlier discharge from external hospitals.
8. The Board is concerned about the quality of the facilities in which healthcare is delivered – particularly for inpatients. The cells in the healthcare unit on H3 are of a very poor, dilapidated standard and are not conducive to the provision of quality healthcare. It is understood that capital funding of £100,000 has been set aside to improve these facilities and that approximately half the cells will be undergoing refurbishment in the near future.
9. Despite its recent renovation the “holding room” on H2, used to house prisoners awaiting outpatient appointments, is of a poor standard. The seating is worn and damaged and the walls are marked with cigarette burns and graffiti. The toilet facilities in this area are also below standard.

4 Safer Custody

- 1 In the Board’s estimation the team has worked extremely well this year. Members are constantly fine tuning established procedures, and devising additional ways to keep prisoners as safe as possible whilst in the care of HMP Leeds.
- 2 At the monthly meetings, systems are regularly reviewed or renewed in order to maintain the high standards now in place.
- 3 Sadly, despite all the constant care, the deaths of five prisoners occurred in custody. The waiting time for inquests into the causes of the deaths to be heard at the Coroner’s Court is at least two years. Government Ministers have been approached to reduce the long wait, which is unfair both to the families and to the staff members involved, but no details of any improvements have been forthcoming.
- 4 A total of 156 incidents of self-harm were recorded during the year, which is a significant reduction from 216 in 2008 and 276 in 2007. The Board commends the Governor and staff for this significant sustained improvement.
- 5 The prison has introduced more robust staff training in reducing violence during the year. Staff are now strongly encouraged to report all incidents of violence, which includes bullying. As well as acts of direct violence, such as physical aggression, staff are now recording more thoroughly acts of indirect violence, being the victim of gossip for example. These figures are collated monthly and monitored by the safer prisons team. There were 400 reported incidents of violence during the reporting year. This figure will form the Boards benchmark figure for monitoring in future years.
- 6 Decisions on cell share risk assessments are extremely important and require careful consideration with as much information as possible being available. The Board is of the strong opinion that improved communications between outside agencies and the prison could be of benefit in this regard. On occasions, details have emerged during inquests that staff at outside agencies have had knowledge of a person’s violent tendencies, strong racial views or mental health issues but have not transmitted these details to the prison.

- 7 There were 248 occasions when use of force was necessary. The lowest figure in a month was 14 and the highest 25. 'Use of Force' is recorded when force is either needed or intimated to resolve a discipline problem.
- 8 There is a team of Assessment Care in Custody Teamwork (ACCT) assessors who regularly check the quality of reported details in open files and training is ongoing for staff. Prisoners who are on an open ACCT are visited by the Listeners on a daily basis.
- 9 The Listeners continue to do excellent work. There are still, however, occasions when they are not allowed on the landings to carry out their work. This is being addressed in staff training. The Samaritans are hopeful that the six months hold period for Listeners before being transferred is maintained wherever possible, as it puts pressure on their resources by increasing the number of recruiting and training sessions they have to organise.
- 10 During the year the Listeners were called upon for a total of 6,194 hours, (down on the 2008 total of 6,812 hours), and they carried out 130 sleepovers with troubled prisoners (125 in 2008).
- 11 Staff and Listeners based in the First Night Centre provide a helpful environment for new arrivals and have all the necessary information available to assist. Recently a member of staff from the Visitors' Centre has been visiting each morning to explain the visits procedure for themselves and their families. All the input and guidance hopefully reassures the prisoners, takes away some of the stress of their situation and reduces the risk of self-harm
- 12 In an area on B Wing a short stay 14 bed crisis centre has been very successfully utilised for prisoners going through a difficult period. A Listener is also based in the area to assist. Men who have been in the unit say it has been a very helpful time for them and that staff have been supportive. The area has also been used as a half way house for a few prisoners between moving from the Segregation Unit back onto normal location.

5 Segregation Unit

1. The number of cells, including safer, biohazard, and constant observation cells, within the unit has remained the same during the year. They have been well maintained and cleaned. During the year a serving trolley was introduced to allow Wing prisoners the opportunity to collect their meals from a central point. This has worked well and added to the morale of the unit. Funding has been agreed for a dedicated gym, and although the area has been prepared, equipment has not yet arrived.
2. The unit continues to be run by a dedicated team who have operated professionally throughout the period. All the staff are up-to-date with Control and Restraint (C&R) training and have also received mentoring training during the year. The training has helped them in carrying out their role.
3. Communications with the Board have been good, and a better system for notifying the Board is now in place. Members have regularly attended Good Order of Discipline (G.O.O.D.) reviews and found them to be well managed. Adjudications have been monitored on several occasions and found to be similarly well handled and fair.
4. The number of Adjudications has increased from last year to 1605 with 92 resulting in cellular confinement (942 and 41 respectively for the last year) for an average period of 8.7 days. This should be viewed in the context of the whole prison and does not reflect on the segregation unit. This increase may be partly accounted for by the re-opening of B Wing in November 2008 (increasing the population by 16%), and partly by the more robust violence reporting procedures noted in section 5.4.5. The Board will monitor the number of Adjudications carefully over the next 12 months.

5. During the year two prisoners were held in the unit for more than three months, but the Board was satisfied with the reasons and the plans put in place.
6. The size and layout of the room used for Adjudications and G.O.O.D reviews is not considered satisfactory but is determined by the space available in the unit. The Board feels that alternative venues should be investigated.
7. There has been a decrease in the number of Use of Force incidents from 201 for the previous year to 191 this year. Of these, 65% were spontaneous and 35% planned. There was only one incident of injury during planned C&R, but 43 incidents during spontaneous C & R. As a result of some mid-year incidents, 25 days of sick leave were taken by staff. The Board will continue to monitor this over the coming year.
8. The Board continues to be impressed by the conduct of the Unit staff who perform their duties professionally and show an exceptionally high standard of care for the prisoners, often in difficult and provocative circumstances.

Section 6. OTHER AREAS

1 External Relations

1. The Board is monitoring prisoners' access to phones, especially in the evenings, in light of the shortened core day. Our anecdotal evidence is that prisoners' phone calls to those who can only receive them in the evenings is being facilitated by the good will of staff. The Board is of the opinion that better access for prisoners to telephones is essential.
2. The Board has been aware of delays in prisoners receiving and sending mail. This seems to be due to the large volume of mail passing through the Censors Department each day. The Board understands that staffing of this department is constrained by budgetary requirements and wishes to records its concern that further cuts in the budget may worsen this situation.
3. The *email a prisoner* scheme is working well. The Board would like to see a national initiative to enable prisoners to send emails. We feel that this may speed up the flow of mail as censoring of emails may be speedier than of hand written correspondence.
4. Visits continues to be a well run department despite a few problems with the crèche area.

2 Gymnasium

1. The Gymnasium is currently fully staffed with an Senior Officer plus eight Physical Education Officers (PEO's). This has afforded staff the opportunity to undertake and participate in even more activities and take a pro active approach in offering the Gym services to an even wider range of prisoners, all of which underpins many of the objectives of HMP Leeds Business Plan. Examples include Physical Education as part of sentence planning, physical and mental health which is one of the Pathways for reducing re-offending, Diversity, fitness classes for over 45s and provision for prisoners with disabilities.

2. There are five daily sessions, including evening sessions, and each Wing gets two sessions per week, alternating between morning and afternoon. Each session can accommodate up to a maximum of 35 prisoners in the weights room and 15 using the ball court. This means that there are spaces for approximately 50% of the residents of each Wing at each session. The Board commends the Governor and his staff for this achievement.
3. Prisoners who are at work have sessions in the evenings and at weekends. In line with the 2009 PE Audit, enhanced prisoners can now have two additional sessions per week.
4. There is a dedicated session for prisoners on B1 (see section 5.4.12) This is specifically catered for their needs, which involve trying to boost confidence and personal pride.
5. Access for prisoners with disabilities or who are wheel chair users is encouraged and positive results have been noted in the physical capabilities of those prisoners using the Gym facilities.
6. On a daily basis, Gym staff visit D1, the first night centre, and talk to the new arrivals about the facilities the Gym has to offer. Interested prisoners are given induction training, thus enabling them to use the Gym at a much earlier stage. This is a positive initiative.
7. Another initiative which commenced in 2009 involves members of the Gym staff visiting all those prisoners on open Assessment Care in Custody Teamwork plans to talk about the services that the Gym can provide for them. This has proved highly successful and has helped numerous prisoners to gain confidence and self respect.
8. Other activities and awareness sessions organised and facilitated by the Gym staff include staff fitness sessions held at lunch time. These involve activities such as Step exercise, spinning classes, basketball, football and weight training. Individual programmes are designed on request, as is one to one training. Well Being Days are run on a regular basis for staff and prisoners and further expansion of this activity to include more prisoners is being considered. Classes for those prisoners who are over 45 and have a high body mass index are run separately, with the aim of promoting healthy life styles, which is compatible with the Healthy Prisons Policy.
9. In conjunction with the Jigsaw Project, the Gym staff have actively participated, on three occasions during 2009, in Fathers and Sons Day. The opportunity for 12 specially selected prisoners to bond with their sons through sports activities has been a huge success and is an initiative that the Board commends highly.
10. Ten week courses, entitled Family Man have been held in Visits and attended by various agencies e.g. Department for Work and Pensions, local council, Job Centre Plus. The aim is to prepare prisoners for life after release, and the Gym staff participate in the “goal planning” stage of this course, highlighting the benefits of exercise, healthy living and sport.
11. The Sunday Club continues to be held every Sunday morning and is an opportunity for people with disabilities living within the Bradford and Leeds areas to attend power lifting sessions. The success of this excellent working relationship with local communities is measured by the fact that the Club has been operating for over 20 years.
12. In liaison with Offender Management, Gym staff input into sentence planning, as Physical Education is seen as an integral part of this process.

13. An outdoor pitch is something that Gym staff continue to hope will be realised, as it would provide even more opportunities for prisoners to engage in healthy exercise. The Board is aware that future prison budgets are extremely tight, but would welcome the sight of the outdoor pitch, unused for years, being made fit for sports activities.
14. A PEO in the Gym conducted a survey of 21 prisoners asking how they thought physical education was of benefit to them. 68% said that it helped to relieve stress and pressures building up. The obvious results of this, is not only the positive effect on the prisoners, but also the calming effect on the prison as a whole.
15. The Board wishes to commend highly the staff in the Gym for their continued enthusiasm, commitment and positive outlook in promoting activities and raising awareness in line with both the Healthy Prisons Policy and by their own initiatives.

3 Incentives and Earned Privileges Scheme

- 1 IEP is principally concerned with order and control. The latest internal audit found that the system was sound and met requirements, with some minor administration issues requiring attention. Prisoners are involved in monthly reviews ; quarterly reviews give feedback to the senior Management Board.
- 2 There are on average 33% of prisoners on Enhanced regime and all but a very few of the remainder are on Standard. Those on Basic are reviewed at least every seven days. The Equality & Diversity team are satisfied that there are no Black and Minority Ethnic issues attached to those on Basic.
- 3 The low number on Basic is seen as a reflection of improved interpersonal skills and regime appliance rather than a reluctance to use the Basic regime.
- 4 The Board is satisfied that the Incentives and Earned Privileges regime is fairly applied in the prison and no IEP related applications have been submitted that raise serious concerns.

4 Support Officer Scheme

- 1 This was implemented towards the end of the year (2009) to replace the Personal Officer Scheme, as the latter did not fully address the HMCIP report recommendations of December 2007.
- 2 The SOS policy is comparable to that in other prisons. Feedback from prisoners is good; some minor administration points have been addressed.
- 3 Monthly surgeries for prisoners and multi-departmental representatives to encourage one to one problem resolution have are planned. The Board will monitor this situation.
- 4 Although in its early stages, the Support Officer Scheme has started well and the Board will be kept informed of progress.

5 Food

1. The kitchen has produced two daily hot meals per prisoner for a current prisoner population of approximately 1,100.
2. The Line Route has impacted somewhat in that Officers now need to be in the kitchen earlier, 06:00–06:30 hours, to start preparing meals, as prisoner workers are not arriving until 08:45 hours, rather than at 08:00 hours.
3. Ramadan saw the introduction of vacuum packed food to accommodate the breaking of the Fast. In addition a Halal chef spent time with the kitchen staff advising on how to prepare and cook meals for Ramadan.
4. Kitchen staff are given the relevant mandatory training and a four day manual handling course is available for prisoners.
5. The completion of National Vocational Qualifications (NVQ's) remains a problem, although steps are taken to try and ensure that prisoners continue with their NVQs when transferred to another establishment This involves the transfer of documents relating to their NVQs. Currently there are only two prisoners working in the kitchen doing NVQs.
6. At the beginning of 2009 the problems reported in our 2008/09 report remained. The situation had improved slightly by April 2009 when the main remaining problem was that four out of 12 coppers were not working and of the remaining eight, three of those could only be used for boiling water. The malfunctioning of freezers, deep fat fryers and coppers continued throughout the year until December 2009, when all equipment apart from one copper and one freezer had been repaired.
7. The delay in both the repair and ordering of new crucial equipment would appear to be the obligatory protracted process which involves several different contractors. If this could be speeded up, long periods without working equipment could be avoided.
8. The Wing food books are collected and read each weekend by the kitchen Principal Officer. Comments vary but the real measure of satisfaction with the standard of the food is measured by the number of complaints received. In 2009 there were approximately 15 and given that the kitchen produces 2,500 meals per day, this is insignificant.
9. It would be helpful if there was consistency in the number of prisoner workers who report to the kitchen each day. The Board has observed that the number can vary by as many as ten a day, and commends those staff who are working, on their skills and versatility in managing to produce the requisite number of meals to such an acceptable standard.
10. Board members regularly sampled the food both on the Wings and in the kitchen and found the standard to be commensurate with the £1.90 daily allowance per prisoner. A continuing source of concern, however, is the temperature at which the food arrives on some Wings.
11. In our 2009 report the Board strongly recommended, for hygiene reasons, the purchase of disposable white coats and hats for use by visitors to the kitchen. Regrettably this recommendation has not been acted upon.
12. Plans in 2008 to produce pictorial menus in nine languages were shelved. Given the increase in the number of foreign national prisoners currently in HMP Leeds, the Board recommends the speedy introduction of such menus.
13. The Board strongly commends the dedication and achievements of all kitchen staff, who have yet again overcome equipment failures, staff shortages and other obstacles, and consistently maintained a professional and exemplary provision of service.

6 Management

- 1 The Board has observed the management of the prison carefully over the reporting period. It is able to report management at all levels appears to be effective and in many cases inspirational.
- 2 There are inevitably some points of friction and these are generally managed appropriately.
- 3 In our last Report we highlighted the number of national initiatives which the Senior Management Team had been asked to manage, and we suggested that this might reduce the team's ability to manage more local initiatives. We are able to report that we have not seen any evidence of this, and commend the SMT for managing its work load effectively.

7 Psychology

1. The Psychology Department contributes to the overall effectiveness of the prison, both by carrying out its own work and by supporting the work of other departments. It also reviews practice, proposes its own evidence-based initiatives and undertakes research.
2. Whilst monitoring other areas of the prison the Board frequently encounters good work and practice carried out by the department. In previous reports this underpinning work has not received specific mention. In this report the Board wishes to rectify that omission
3. In particular the Board wishes to record the excellent work of the department in supporting the Safer Custody work (see Section 5.4) and the work of the Segregation Unit (Section 5.5).
4. The department has also provided support for the decency work carried out at Leeds, with significant improvements noted in staff-prisoner relationships over the reporting period (Section 6.11)

8. Reception and First Night Centre

1 RECEPTION

1. The Board again expresses its concern over a building which is not suitable for the work load it manages to process on a daily basis(see 8 below)
2. The new Line Route system has reduced the time prisoners now spend in Reception. For new receptions to the prison it has cut the waiting to under an hour. The Board is pleased to be able to record this example of a pragmatic solution to a seemingly intractable problem, but continues to call for better Reception facilities.
3. There is now an IDTS nurse available most afternoons, which gives prisoners access to a nurse as soon as they enter reception.
4. The Board has noted an increased sense of pride amongst Reception staff over the reporting year. This is especially noteworthy as there has been a large turn-over of staff and all have adapted well to the rigors of a busy Reception area.

5. At the present there are two orderlies working in Reception who have been given necessary training, but the Board understands that the number should be six to take on the added duty of a yard cleaning party.
6. Mandatory drug testing is still part of Reception duties. This takes place above the Reception working area and staff continue to work hard to achieve monthly targets.
7. Video link business continues to increase thus easing the workload on sending prisoners to court, solicitor's visits, probation visits and maintaining family links via inter prison video linkup.

8. STATISTICS

Movement through reception;
 Courts....Out 6,777....In 9,460
 Transfers...Out 1,882...In 480
 Police productions...Out and Back....338
 Hospital escorts...Out 775...In 780
 Funeral, dying relatives, home leave and town visits giving a
 Total Out...11,411...
 Total in11,122

Video Link movement Court 1,574 and Booths 817

2. FIRST NIGHT CENTRE

1. The First Night Centre is located on D1 and consists of 30 single cell. The atmosphere is quite relaxed compared to normal Wing locations.
2. The interviewing process has improved a lot since the Board's last Report as it is now carried out in separate cubicles rather than in an open plan area.
3. Each prisoner is seen by member of staff for risk assessment and cell sharing and personal details.
4. The prisoner is seen by a member of the Healthcare team to ascertain if he has any ongoing medical problems.
5. The full induction programme now takes place in Workshop 4 over a four day period. It is carried out by trained staff from D Wing plus staff members from other areas of the prison.
6. A meal is provided during the first evening although it can have been standing on the hot plate for up to five hours depending what time the prisoner is received into the prison. The alternative is a packed lunch.
7. Samaritan trained prisoners are present to provide support to prisoners who may feel vulnerable or need help.
8. The new Induction Programme that is being used in other establishments and was due to be introduced to Leeds last year, has been shelved due to lack of funding. The Board is extremely concerned about this loss and awaits further comment on the effectiveness of the Induction Programme in the next HMICP Report.

9 Resettlement

1. During this reporting year management changes within the Offender Management function have seen the appointment of a new Head of Resettlement at HMP Leeds. Resettlement activities have continued to develop and statistics are available regarding the monitoring and achievement of agreed Key Performance Targets relating to prisoner release and welfare.
2. The pre-release course, re-designated The Ready Steady course, is now an accredited course tutored by Education staff. It retains the same ethos of being designed to reduce offending by providing knowledge, advice and training prior to release. A Family Man course run by Education and supported by Resettlement also provides advice and information to the group during the course. It is reported that feedback from prisoners has been extremely positive.
3. The Resettlement unit has maintained contact and communication between prisons enabling smooth transfers of Category B prisoners and those imprisoned for public protection (IPP).
4. A number of initiatives are underway including Layered Offender Management which is being piloted across Yorkshire and the Humberside regions. Training sessions are being arranged in preparation for this project and HMP Leeds will be piloting a new course for Offender Supervisors in 2010. The Unit is also part of a project with the Society of Voluntary Associates (SOVA) through the National Offender Management Service (NOMS) to access European Social Funds. This project is targeting training and employment for specific groups of prisoners.
5. Overall the Resettlement function has been very active and innovative over the past year and initiatives in the pipeline indicate ongoing improvement and progress in successful prisoner rehabilitation.
6. The Board is surprised that the prison does not receive from NOMS any figures relating to reoffending rates of prisoners who are released from HMP Leeds at the end of their sentence.

10 Security

1. The Security Department continues to be extremely busy in maintaining the physical and dynamic security of the prison.
2. In 2008 a record number of 5,347 Security Information Reports (SIRs) were received (30% up on the previous year) but during 2009 this total was surpassed, with 5,774 SIRs being submitted by the end of the year. Ongoing staff awareness and training has helped to increase the volume of information. The Board is able to report that each report is fully investigated and considered and an acknowledgement sent to the writer.
3. The joint enterprise between the Security Department and the Yorkshire Area Search Team has been successful in carrying out intermittent searches whilst the establishment is in night state. It has an element of surprise and, with the use of a mobile phone detector, prisoners can be caught using a telephone when a positive signal is received.
4. Not all visitors to prisoners are heeding the notices and information relating to the penalties for carrying unauthorised items into the prison with the intention of passing them onto a prisoner. Arrests continue to be made and the Police and Crown Prosecution Service work towards a conviction. Several visitors, both male and female, are already serving custodial sentences for this offence, and it is hoped that such outcomes will act as a deterrent. It is accepted that some visitors are bullied and threatened to try to conceal items on a visit and the Department investigates and deals with prisoners involved in this regard.

5. Monitoring matters of extremism and radicalisation is another important aspect of the work of the Department, particularly in light of recent court cases and activities within West Yorkshire. Staff throughout the prison are increasingly aware of patterns and traits shown by prisoners. There were 38 such instances during the year and each was referred to the Extremist Monitoring Unit in London and the Yorkshire and Humberside Counter Terrorist Co-ordinator. A close working relationship with the West Yorkshire Police Counter Terrorist Department has been established for several years and continues to be working well. The Department also works closely with the Probation Service in an effort to try to identify and monitor prisoners upon their arrival at Leeds. Currently there are no great concerns regarding extremism and radicalisation and the threat of such activities remains low.
6. There were 1,174 risk assessments carried out relating to visits to various venues outside the prison, including hospital appointments and funerals.
7. A total of 166 prisoners were submitted to the High Security Estate as fitting the criteria for Potential Category A status.
8. During the year the monthly Closed Visits Reviews, which are observed by a Board member, have shown that the number of prisoners who need to have their visits in closed conditions has gradually reduced.
9. The Department has a dedicated team who work extremely hard in a very busy environment. It is a vital area and the Board is able to report is both well run and well led.

11 Staff – Prisoner relationships

1. The Board has observed an improvement in staff-prisoner relations through the year, which is evidenced by a 25% reduction in Applications about staff conduct from the previous year.
2. Although the total number of Applications from prisoners to the Board about staff has fallen, the Board still receives a small number of reports of poor staff interaction with prisoners and will continue to monitor these closely.
3. Board members generally report seeing good staff-prisoner interactions on their visits to the prison, and commend the Governor and his staff who, they are pleased to note, are making significant improvements in this area.

Section 7 THE WORK OF THE INDEPENDENT MONITORING BOARD

BOARD STATISTICS	
Recommended Complement of Board Members	20
Number of Board members at the start of the reporting period	13
Number of Board members at the end of the reporting period	14
Number of new members joining within the reporting period	6
Number of members leaving within reporting period	5
Number of attendances at meetings other than Board meetings	133
Total number of visits to the prison/IRC (including all meetings)	800
Total number of applications received	397
Total number of segregation reviews held	26
Total number of segregation reviews attended	25

Section 7 (cont.)

Applications received

Code	Subject	2006/7	2007/8	2008/9	2009/10
A	Accommodation	11	11	3	6
B	Adjudications	9	8	5	9
C	Diversity related	10	13	3	3
D	Education/employment/training	26	18	31	34
E	Family/visits	59	46	46	69
F	Food/kitchen related	4	4	6	2
G	Health related	38	31	40	48
H	Property	48	26	53	64
I	Sentence related	42	42	31	47
J	Staff/prisoner/detainee related	32	37	49	36
K	Transfers	36	31	14	29
L	Miscellaneous	13	13	23	50
	Total number of applications	328	280	304	397

Alan Stanley

Chairman

on behalf of the Board.