



HMP/YOI Littlehey

Independent Monitoring Board

Annual Report

February 2009 – January 2010

Statutory Role of the IMB

The Prison Act 1952 requires every prison to be monitored by an Independent Board appointed by the Home Secretary from members of the community in which the prison 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 concerns it has.
3. Report 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, every part of the prison and also the prison records.

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1. Description of the Prison

HMP Littlehey is a Category C Male training prison near Grafham Water in Cambridgeshire. It was opened in 1988 with 480 prisoners and from the beginning sex offenders were fully integrated. Today about two-thirds are convicted sex offenders. Approximately 60% of the total population are in denial of their offence.

- 1.1 The Operational capacity of the prison is 726 compared to a CNA of 663
- 1.2 There are four main wings designed for 120 prisoners each and an Induction wing holding 99 prisoners in double cells and there is also one safer cell on this wing. Two further enhanced wings house 76 prisoners who are looking to move to open conditions or release. There is also a 40 bed drug rehabilitation wing. There are currently 59 single cells adapted for dual occupancy on the four main wings and three on the drug rehabilitation wing.
- 1.3 The residential accommodation is supported by a kitchen, chapel, gymnasium and healthcare centre. Education services are now contracted out to Milton Keynes College and healthcare to the Cambridgeshire Primary Care Trust. Further rehabilitation courses are provided by NACRO, Foundation Training and Learn Direct.
- 1.4 Offender Behaviour Programmes delivered are the rolling and core Sex Offender Treatment Programme (SOTP) and the Thinking Skills Programme (TSP). Also available are a drug education and awareness programme, CARAT (Counselling, Assessment, Referral, Advice and Throughcare) and the RAPt course (Rehabilitation of Addicted Prisoners Trust).
- 1.5 Currently the population comprises 50 nationalities with 26 religious denominations. The Church of England chaplain is supported by ministers of other faiths in managing the religious affairs of the prisoners.
- 1.6 All Lifer and ISPP (Indeterminate Sentenced Prisoners for Public Protection) prisoners are now classed as ISPs. There are approximately 140 - 150 ISPs of which a maximum of 70 are Lifer prisoners and they are located throughout the prison. There are 46 on B wing where a community spur for enhanced long-term prisoners is being developed with the benefit of a microwave, toaster and flat screen TV. A more efficient system for producing reports on time has resulted in more prisoners being re-categorised to D Cat status, currently 29, and more town visits for life sentenced prisoners.
- 1.7 There is a newly built Visitor Centre outside the prison. It opened in August 2009 and replaced the original building as part of the prison expansion. The centre is run by the Littlehey Visitor Centre charity. They were awarded the contract for both sites after a lengthy negotiation process. The dedicated staff and volunteers provide a vital support and advice service for prisoners' families and friends.
- 1.8 The old Visitor Centre building was converted to house the new Training Centre during the year. This provides accommodation for the prison's training needs in a suitable location outside the gate.
- 1.9 In February 2009 work began on the existing playing field for the 480 bed Young Offenders Institution. Throughout the year the building project developed with the building of four house

blocks, kitchen, gymnasium, adult learning and training facilities and an all-weather sports pitch. The building programme, together with the 50 different recruitment campaigns for staff, was completed on time with relatively little impact on the daily functioning of the Category C prison.

2. Executive Summary

The Board considers that Littlehey remains a safe and respectful environment and is pleased to report that stability has been maintained during the extensive building project that has dominated the reporting year without negative impact on the prison. Credit is due to the building project team (and wider staff) whose efforts have ensured that the work has been completed on time and on budget.

The stable management team has coped well with the challenges brought about by the building project but staff morale has fluctuated during the year and at times during the Workforce Modernisation negotiations there was considerable unrest. New contracts have hindered the recruitment of new prisoner officers causing unnecessary delays.

The Board is pleased to report that towards the end of the reporting year the prison returned to level 4 but the third quarter's audit put the prison just back to level 3. (Prisons are graded from 1-4 + high performing).

Throughout the considerable changes and upheaval due to the building of the YOI the majority of staff and management are to be commended for their hard work and commitment to maintaining the good reputation of Littlehey.

A MQPL (Measuring the Quality of Prison Life) survey was carried out in August 2009 and 15% of the prison population took part in the survey. Overall the results were very positive suggesting that prisoners see the quality of their lives at Littlehey as good when compared to similar Cat C training establishments.

The Board is pleased to report that some problems identified last year have been addressed. For example we have seen a more concerted effort by the Governor to seek more meaningful work for the workshops. Communications were improved with regular staff briefings keeping the staff up to date with the progress of the new build during the year.

Unfortunately at the time of writing the Board is concerned that the YOI was opened in haste with insufficient time to establish regimes and systems, to have supplies ready and to have education and training places operational for the first intake of young men.

2.1. Questions for the Minister

2.1.1 Overcrowding

Nationally an additional 1541 operational prison places became available last year. When can the Board expect to see Littlehey put a halt to the inhumane doubling up of single cells and return these to single occupancy again?

2.1.2 Budget cuts

The prison budget was cut 3.08% (about £400,000) last year. Whilst the Governor managed the budgetary restrictions with little impact, we are increasingly concerned about similar reductions this

year and in the future. How do you expect Littlehey to reduce re-offending with further budget cuts which would be detrimental to regimes and programmes but most importantly detrimental to the overall rehabilitation of prisoners?

2.1.3 ISP's

The Board is concerned about the rising number of prisoners (just under 30% increase year on year) who are serving indeterminate sentences (ISP's) and for whom insufficient Offender Behaviour Programmes are available for them to meet parole requirements. These prisoners cannot reduce their risk as there are not enough programmes in place. When will the Minister review these indeterminate sentences?

2.2. Questions for the Director General

2.2.1 Impact of central contracts

The new DHL/Booker and 3663 canteen contract and central kitchen procurement contract have caused an increase in complaints from prisoners specifically over the price of goods and the quality of food. Will you publish a regular price comparison 'shopping basket' to demonstrate fairer prices against Budgens, Somerfield and Happy Shopper? How will you prove that the move to 3663 has not reduced the quality of prison food?

2.2.2 The introduction of P-Nomis

Whilst the Board is pleased that there is a new computer system, we have been shocked at the lack of training in the new processes that such a system needs. Was a budget put in place to train individuals in each prison to be the specialist and a budget to locally train individual sections and departments to adapt their working practices for the new system?

2.2.3 New Prison Opening Policy

Whilst the project to oversee the building of the new YOI was opened on time and on budget why is there no national project team skilled and experienced to ensure that the preparation of policies and procedures are in place before any prisoners are received? (No retail outlet would open without having a central opening team working alongside the local team to ensure everything is in place, therefore not re-inventing the wheel at every store opening!) HMCIP recommended best practice for managing young men in prison in a 2006 thematic report and recommended that staff are trained and provided with clear and comprehensive guidance in dealing with this particular age group, why does NOMS not follow this recommendation and provide specific YOI training for staff?

2.2.4 The Elderly

When will the Prison Service issue a dedicated PSO for managing the aging population?

2.3. Questions for the Regional Manager

2.3.1 Training

The description of Littlehey as a training prison remains questionable as the workshops still need to raise £160,000 towards the budget and the reduction in activity hours is deplorable comparing the 32 hours quoted in 1994/95 with the 21 hours during the reporting year. Some new initiatives have

been explored by management but so far the situation remains largely unchanged. When can we expect to see this income necessity taken away so that the prison can focus on training programmes that deliver qualifications to the prisoners?

2.3.2 The Elderly

Given the fact that Littlehey has the highest elderly population in the Eastern region, what extra resources will the Regional Manager give to ensure that Littlehey can meet the needs of this growing population group?

2.4. Questions for the PCT

No action has happened for the elderly and disabled during the reporting year. What assurance can the PCT give that they will implement their proposed actions alongside the Disability and Elderly officer so that the needs of this group of prisoners are met?

3. Issues for the Governor

3.1 Mail

For a second year running the subject of prisoners' mail has taken up the largest proportion of applications that the Board has received and monthly Board Meeting time. The Board recognises OSG shortages, relocation of the mail room and the introduction of P Nomis have caused some of the problems, together with the national postal strikes. However, the Board is seeking assurance from the Governor that this area will be given the priority and detailed staffing it now requires to cover both the YOI and Cat C to ensure a reduction in prisoner complaints next year. The Board would like to see the Senior Management Team commit to the sustained improvement in the processing of mail and a robust system put in place and adhered to for the processing of Rule 39 mail.

3.2 Workshops

Whilst the Board acknowledges the effort by management to change the workshops offering mundane work to ones offering certification and employability opportunities, there are still 80 prisoners for whom this is not available. Two workshops remain closed and we have seen no effort on behalf of the education contractor to reopen the Light Vehicle body repair shop. In last year's report the Board expected the Industrial Cleaning Course to start last summer but still nothing, the Board hopes to see this and another Multi-skills Workshop open this year.

3.3 H Wing

The doubling of single cells to ease overcrowding on the drug rehabilitation wing has continued to concern the Board over the year. This has led to increased disruption to the smooth running of the wing due to prisoners being accepted on the wing who are not part of the drug rehabilitation course; this is evidenced by the increase of adjudications. The Board would like to see the removal of the three existing double cells on H Wing.

3.4 Staffing

- Cross deployment has been a concern to the Board throughout the year which has impacted upon the quality of prisoner life; for example 880 hours were lost in the gym in July alone. There have been regular closures of the library, delays in prisoner mail and some workshop closures. Cross deployment of key staff has led to delays in addressing the elderly and disabled strategy and lack of dedicated hours to the Foreign Nationals co-ordinator.
- Staff detailing and profiling has been an issue throughout the year, especially given the big increase of new staff across the prison and the demise of the PO rank, the Board is concerned about staff detailing and profiling which relies on a computer programme that places staff on duty rather than pairing up experienced with newly trained staff.
- Whilst we applaud the way staff have got on with the job during the building work, the Board is equally aware that morale has not been high at times. A lot of this dissatisfaction can be attributed to Workforce Modernisation and fear of the unknown.

3.5 Sycamore tree project

During the reporting year two restorative justice programmes have been run and paid for by the prison. As restorative justice programmes have a very high success rate in reducing re-offending the Board seeks reassurance that these courses are run across both YOI and Cat C (as well as researching restorative justice programmes suitable for sex offenders) and do not become a casualty of the potential budget cuts.

3.6 The Elderly

The Board was disappointed to see that whilst the disability and elderly officer was appointed in March 2009, it was not until January 2010 that the officer was freed from other duties to make a start on the strategy for this group of prisoners. The Board asks the Governor to maintain the current level of priority and to ensure that Littlehey is recognised as the leading and innovative prison in managing this growing sector of the prison population.

4. Mandatory Reports

4.1 Safer Custody

There were 147 ACCT plans opened during the period of this report. Each plan was quality checked by the Safer Custody Manager to ensure that they met the requirements of PSO 2700, PSI 18/2005 and the Local Safer Custody Policy. Any errors are therefore corrected very quickly. There were 13 assessors by the end of the reporting period with others in training to replace any who move on. The Safer Custody Manager is full time supported by 19 hours administrative time.

During the 12 month period there were 130 reported violent incidents of which 4 were assaults on staff, 15 assaults on other prisoners, 34 bullying/intimidation incidents, 23 fights, 13 multiple people fights, 2 damage to property, 3 threats, 1 unexplained injury, 11 use of force and 24 classed as other. There were 91 cases of self harm, approximately 10% fewer than the previous year. There

were three deaths in custody, all due to natural causes. Board members attended these as well as three serious incidents.

At the end of the period there were 18 Listeners and 8 Buddies. Calls for Listeners vary from month to month with a high of 268 in November to a low of 105 in July. A Buddy resides on the Induction wing to deal with any problems new arrivals may have. Representatives from both groups give a full presentation in the Induction programme.

4.2 Learning and Skills

4.2.1 Education

It has been a difficult year for the Education Department. In August 2009 there was a change of contractor and Milton Keynes College became the new provider replacing A4e. The uncertainty for the teaching staff was exacerbated by the delay in finalising the contract due to a legal challenge. At the same time the LSC (Learning and Skills Council) introduced significant changes to the types of qualifications acceptable to them which resulted in considerable changes to the established education programme.

The timetable was rewritten to accommodate the “whole” qualifications required under the new QCA guidelines and some courses were lost completely. The Board was particularly sorry to see the closure of the Hospitality and Catering course which had led to employability certification but was deemed to employ too few students over too long a period.

There was a further reduction in the Education contract as teaching hours could no longer be transferred from one prison to another where there was an underuse of hours.

The only benefit from a change in contractor has been the resumption of teachers’ pensions but considering the many pressures caused by the changes (for example, the staff had to supply their own paper throughout January and the College causes unnecessary delays in issuing certificates to prisoners by delaying payment to the accreditation bodies) and the planning and recruitment of staff for the YOI it seems that a change of contractor at this time has added to the difficulties faced by the Education Department.

Despite the problems of change over the year the department has continued to perform well and there have been a number of positive developments:

- Climate control in the IT workshop.
- Increase in IT provision with 20 new computers acquired under IT Refresh.
- Funding from the LSC for the refurbishment of the teaching kitchen with students from the carpentry course doing the planning and fitting.
- Employability qualifications available in all curriculum areas eg a design course has been introduced into the art course to meet the new criteria.
- LSC funding for efficient dust extraction in the carpentry workshop.
- Installation of fibre optic equipment which will link all computer networks in the Education Department, IT workshops and YOI learning centre to one central server.

- Increased ESOL provision.
- Increased outreach classes in Basic Skills and ESOL in workshops.
- Waiting lists, particularly for IT, remain, although these are regarded as inevitable in the prison setting. Generally lists are shorter of late.

Initial assessment and Advice and Guidance procedures remain robust and every effort is made to place students on courses appropriate to needs.

Feedback from students remains positive. Results of SPOC surveys (Students Perception of Courses) are displayed in the department and show above 80% satisfaction.

4.2.2 Workshops

At the beginning of the year the Board was hopeful of changes to workshops to reduce the amount of mundane production work and replace it with training courses in line with the Reducing Re-Offending Policy. Unfortunately despite considerable efforts there has been little change since last year.

The PICTA (Prisons Information Communication Technology Academy) course finally opened in April 2009. It takes 19 students who work to achieve the European Computer Driving Licence. In addition students can study computer building and repairs and gain recognised network engineers qualifications. A further qualification in network installation is available. Students need levels 1 and 2 in Maths and English to be employed in this workshop.

The fork lift truck training course has developed well over the last year and has benefited from the donation of a fork lift truck from HMP Bedford which has proved to be very reliable. There are 4 trainees on each course and 120 trainees have left Littlehey with a fully recognised fork lift truck driving qualification over the last two years.

The Board is pleased to report on the continuing success of the electronics workshop where prisoners convert a variety of items for the visually impaired.

Two workshops offer vocational training courses through Milton Keynes College. The Carpentry Course has 24 students working towards NOCN (National Open College Network) qualifications at levels 1 and 2. The Motor Mechanics course caters for 12 students who work towards a QCA approved technical award which is fully recognised in the motor industry.

Plans to introduce an Industrial Cleaning course did not materialise last year. Considerable work was also done to introduce a white goods refurbishment workshop and negotiations for this are ongoing.

However, eighty prisoners are still employed in workshops where plastics are reclaimed from excess DVD's and CD's. No qualifications are achieved in these shops and there are shortages of work to add to the considerable boredom of the prisoners.

Workshop 9.

This workshop should be allocated as a 're-settlement workshop', as it contains :-

- NACRO - is involved in finding suitable accommodation for those prisoners about to be released. The member of NACRO involved in this programme has on average 30 referrals per month. 137 housing places were found last year.
- Job Centre - NACRO works in conjunction with the Job Centre staff also based in Workshop 9 at Littlehey to try and ensure that smooth transitions to new employment take place.
- Foundation Training Company (FTC) which runs a 3 week pre-release course which enables offenders to have training in employment advice, CV building, job searching skills and opening bank accounts. In just over 6 months there have been over 100 new bank accounts with Barclays set up. In addition FTC are able to help offenders achieve a First Aid Certificate and a CSCS Card, the latter being essential for anyone wanting to work on a construction site. There are only 15 places on this course, and it seems to be fully subscribed.

4.3 Healthcare and Mental Health

Healthcare continued to operate well during the year, co-ordinating the doctor, dentist, optician, physiotherapy and chiropody for the prisoners as well as specialist support, for example, for practising homosexuals. This, despite the impact of the recruitment of new staff and planning for the YOI. Currently the new prison is not fully staffed but it is hoped that additional healthcare professionals will be employed as the new prison is populated.

Healthcare is now responsible for Drug Strategy and from April 2010 it is planned that they will take clinically stable Methadone users into Littlehey.

The dispensing of medication on the wings, which was introduced last year, has been expanded to all parts of the prison. This has resulted in continued reductions in bullying previously seen when prisoners queued within healthcare and a further reduction in applications to see the IMB on this subject.

Last year the Board reported that the waiting list for the dentist remained too high and that prisoners had to wait too long to make an appointment to see the optician. Since July 2009 the dentist has been holding two additional sessions per month. This has resulted in a reduction in the waiting list for a first appointment which currently stands at approximately 4 weeks (60 prisoners). This compares to 6 months waiting list reported last year.

A further £10,000 was allocated from the local PCT to try and reduce waiting lists to see the optician. This has resulted in a reduction in waiting times. The number currently awaiting a first appointment is 56 of which 34 joined the list in January 2010. The Board will continue to monitor these two areas to ensure further improvement.

An IMB member continues to be present at the regular bi-monthly steering meetings held between the prison and the local PCT. These meetings help focus on the issues and with the support of the

Governor, have increased the momentum and improved the relationship between the parties, as can be seen with the extra resources allocated in the provision of dentistry and the optician.

In the past the Board has expressed concern about the lack of resources allocated to address the specific needs of the older prisoners in Littlehey. During the year a dedicated Prison Officer was recruited to manage the needs of the elderly and infirm but was not freed up from other duties until January 2010.

The past year has seen a large increase in the cost of Escort and Bed Watch. The level of spend is well above the budget and is a concern for both the prison and the PCT. This issue is currently being reviewed to see if a change in procedures can address this issue without adversely affecting prisoner security.

During the year under review all mental health provision has been managed by the local PCT. This has resulted in a smoother operation where prisoners need support across the various mental healthcare areas.

Since the last report 162 prisoners were seen in triage, 4 prisoners were transferred to hospital under Section 47 and 3 prisoners were transferred to level three beds in other prisons.

For the future, the impact of the YOI on the existing prison as well as the healthcare provision across the estate will be reviewed. Based on the results seen over the last twelve months and with the continued support of all the team, the healthcare manager is confident that the future looks promising. The Board will however continue to monitor the progress seen in dentistry, with the optician and the provision of support for the older prisoner.

4.4 Diversity

There are over 50 different nationalities with 26 religions and 42 different languages within Littlehey.

There are 14% foreign nationals (in line with the national prison population), at the time of writing there are 12 prisoners awaiting deportation. UKBA holds an immigration clinic 4 times a year.

There are 33% BME prisoners at Littlehey compared to 27% of the national prison population.

There are 184 prisoners aged over 50 years old, equating to 26% of the population and 7 over the age of 80 years (according to 2008 figures there are 25 men held nationally who are over 80), therefore Littlehey has nearly 25% of this population. Whilst the Board is pleased that a strategy and action plan is being developed to aid this group the board is concerned that this large and growing part of Littlehey population still cannot easily access the Chapel and education; nor do they have a dedicated area with suitable activities. The Board is concerned that this group does not fall between healthcare and the Prison service and will therefore, monitor this group of prisoners closely. A prisoner OAP meeting has been set up with representatives from each wing.

From a recent survey undertaken 130 prisoners declared a disability of some sort.

It is estimated that Littlehey has a population of ex-servicemen of anywhere between 35 and 60 men (a survey is currently underway to establish the exact number). One officer organises an

interview between the prisoner and SSAFA if requested. No other scheme is in place for this group of prisoners.

The Race Equality meeting is held monthly, is generally well attended and generally chaired by the governor. Race Equality prisoner representative meetings are held regularly every month and are well attended.

Given that race equality and diversity are two large subject areas the prison would benefit by separating into two separate areas.

4.5 Segregation

The Care and Separation Unit consists of ten cells. There is one observation cell and a second one was established on the Induction wing this year. As this is a more suitable location for constant observations it means that the CSU cell is rarely used. There are two safer cells and one unfurnished special accommodation cell which is used less often.

During the year the “no smoking” ban was lifted as a result of a challenge to the Prison and Probation Ombudsman and smoking is now allowed on the exercise yard. Smoking requisites are held in lockers in the office.

There were 80 prisoners held in the CSU on Rule 45 GOOD (Good Order Or Discipline) and 19 held on Rule 45 OI (Own Interest)

The constant observation cell was used on 5 occasions. There were no dirty protests.

There were 520 adjudications during the year. 75 of these resulted in cellular confinement and 44 adjudications resulted in suspended cellular confinement awards. Board members monitor adjudications for consistency and fairness.

SMARG meetings now form part of the SMT (Senior Management Team) meetings and a Board member attends these.

There have been a number of staff changes during the year but we are constantly impressed by the care and dedication of the staff in dealing with the men in their care especially those who are mentally ill.

5. Highlights of the Prison

5.1 Smoking Cessation

The healthcare staff run a successful ten week smoking cessation course and during the last year over six courses were run with 15 – 20 men on each course.

5.2 Gym

The staff in the gymnasium continue to provide a wide range of programmes and activities for a large number of prisoners and staff. During the year there were more than 50 passes in the level 1

Healthy Living course. Staff also provide an introduction to PE course for those prisoners who are new to fitness activities. A fitness club caters for the elderly and those who find it difficult to fit into the mainstream gym programmes. Prisoners on the drug rehabilitation course visit the gym as a group twice weekly and Yoga classes have recently become available to staff and prisoners.

Each week two groups of special needs students from the local area enjoy sessions in the gym with one-to-one support from selected prisoners.

5.3 Kitchen

The catering manager and staff are praised by the Board for continuing to provide a wide range of good quality meals to prisoners on a limited budget of £1.92 per day. They provide the special dietary needs of 10 prisoners with medical diets, plus the vegetarian, vegan, kosher diets and are to be commended for their efforts to the smooth running of Ramadan and the feast of Eid.

5.4 MPQL

The MPQL survey was undertaken in August 09 and 57% of the respondents scored the prison positively which was a significant increase from the previous survey in May 07. Prisoners at Littlehey produced their most positive score for physical safety and when compared to other similar prisons assistance for the vulnerable scored very highly. Prisoners expressed clearly positive perceptions for 'dignity and material needs', although prisoners were a little less positive about the facilities to maintain a presentable appearance suggesting issues to do with clothing and laundry. There were more positive than negative written comments regarding the categories of rehabilitation and education and work. Leisure activities as the most popular topic for prisoners' written comments these focussed on the gym, outside exercise, association and religious activities. The visits of Brian Mawhinney MP and the Archbishop of York during the year added interest to the lives of a number of prisoners.

5.5 Recycling project

The Board is pleased to report on the success of the recycling project. One instructor and five prisoners are responsible for the collection, sorting and disposal of about 70% of the waste generated by the prison. Organic food waste from the kitchens along with shredded paper is "composted" and used on the prison flower beds. There is an updated machine on site but due to financial pressures this machine is still awaiting installation.

5.6 Diversity CD

One prisoner wrote a play about diversity and together with a group of prisoners presented it to a staff briefing. The Governor gave some money for this to be turned into a CD which is used in the induction programme for new prisoners as well as across the region. The Board was delighted when they heard that this initiative was given the Ministry of Justice Diversity Inclusion Award, a great achievement for all those involved!

6. The Work of the Board

It has been an extremely busy year for the Littlehey Board. We ran a very successful recruitment campaign in the new year to increase the Board from 12 to 20. Nine new members were appointed in the Summer. Of these four resigned along with one established member. We have one awaiting confirmation from the Minister and are currently recruiting again to get the Board up to strength to cover the increasing workload of monitoring the Category C prison and the YOI.

The Board has benefitted from being given excellent office accommodation and facilities in the new YOI and is very grateful to the management for their sustained help in this.

We have continued to work in pairs on our weekly rota visits and applications clinics. One member attends the weekly induction of Category C prisoners and one attends Rule 45 reviews in the CSU. Adjudications were monitored monthly on a random basis.

The Board has had monthly training sessions from a variety of specialist departments in the prison and further afield. For example, the Prisons and Probation Ombudsman, chaplaincy and RAPt. Members visited Aylesbury YOI and observed C and R training at Kidlington. Three new members attended the IMB Foundation Training course.

A Team Performance Review was held in December and an action plan was drawn up for the year ahead.

We monitored and attended committees in the following areas of special interest:

- Residential
- Offending behaviour programmes
- Healthcare
- Education and workshops
- Safer custody
- Drugs strategy
- Race equality
- Pride
- Life sentenced prisoners.

Members have also observed SMT and Management/ POA meetings and have attended the Prisoner Forum meetings throughout the year.

7. Conclusion

This has been an exceptionally challenging year for everyone at HMP Littlehey. From February 2009 to January 2010, the construction of a 480 bed Young Offenders Institution was started and completed on the sports field. Credit is due to the project team, management and staff for all their efforts in conducting “business as usual” on a daily basis and continuing the good work of running a safe prison throughout the upheaval.

Unfortunately due to a number of unforeseen circumstances the YOI was opened to the first young men before many of the necessary procedures and facilities were in place. The Board hopes that we shall soon see all facilities and activities in place so that this largely unrecognised group of the prison population gets the tailored provision to help prevent reoffending.

The Board remains concerned that the budget cuts faced by the service in the coming year will further decimate regimes and programmes and could stifle some of the initiatives relevant to specific groups of prisoners at Littlehey.

Our hope remains that Littlehey Cat C/YOI could become a successful model for managing the elderly and be recognised as a successful dual role establishment.

Appendix 1 – Board Statistics

1st February 2009 – 31st January 2010

Recommended Complement of Board Members	20
Number of Board members at the start of the reporting period	12
Number of Board members at the end of the reporting period	17
Number of new members joining within the reporting period	9
Number of members leaving within reporting period	5
Number of attendances at special interest meetings other than Board meetings	90
Total number of visits to the prison (including all meetings)	748
Total number of applications received	300
Total number of segregation reviews attended	63

Appendix 2 Application Clinic Statistics

Code	Subject	05/6	06/7	07/8	08/9	09/10
A	Accommodation	6	8	9	5	23
B	Adjudications	9	7	6	3	8
C	Diversity related	7	5	4	5	3
D	Education/employment/training	15	14	21	17	23
E	Family/visits	12	15	13	11	17
F	Food/kitchen related	8	8	3	5	6
G	Health related	36	33	15	22	24
H	Property and mail	64	61	47	71	47
I	Sentence related	9	18	19	24	25
J	Staff/prisoner/detainee related	4	5	6	12	18
K	Transfers	16	18	37	23	30
L	Miscellaneous	13	11	51	30	40
M	Recall	3	13	4	4	2
N	No show			49	57	34
	Total number of applications	202	216	284	289	300