



INDEPENDENT MONITORING BOARD

HMP MAIDSTONE

ANNUAL REPORT FOR THE YEAR ENDING 28 FEBRUARY 2011

S1 STATUTORY ROLE OF THE IMB

The Prisons Act 1952 requires every prison to be monitored by an Independent Board appointed by the Justice Minister 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 Justice Minister, or any official to whom he has delegated authority as it judges appropriate any concern it has;
- (3) report annually to the Justice Minister 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 offender and every part of the prison and also to the offenders' records, with the exception of medical information.

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S3 DESCRIPTION OF MAIDSTONE PRISON

HMP Maidstone is a category C training establishment and uses its resources on programmes, education and training with the purpose of preparing prisoners for release with a reduced risk of offending.

The prison's capacity is 600 prisoners comprised wholly of sex offenders and foreign nationals accommodated in four houses. Weald House (capacity 149) is an induction house for prisoners new to the prison. At the commencement of the period of this report it was the only house with an integrated population. Thanet (capacity 172) and Medway (capacity 104) Houses held only sex offenders and Kent House (capacity 176) only foreign nationals.

In August 2010 the whole prison became fully integrated. Thus sex offenders and those committed for other crimes now live, work and learn alongside one another. The prison is a specialist treatment resource centre for Kent and Sussex and delivers the Sex Offenders Treatment Programme and related courses.

There are nine English Heritage listed buildings in the estate including the outer wall and main entrance, the Roundhouse, the Rotunda, the Theatre, the old Roman Catholic Chapel and the Church of the Good Shepherd. The English Heritage listing states that all these listings form a group. The Roman Catholic Chapel and the Church of the Good Shepherd are comprised within the same building. The main part of the church has been adapted to create a Multi-Faith Centre when required.

There are many later additions on the site. Where fixtures and fittings form part of the land and have done so since 1st July 1948, they are treated as part of the listing for listed building control, although they do not necessarily appear on the English Heritage Listing.

S4 EXECUTIVE SUMMARY

The Board is pleased to report that in the year to 28th February 2011 the prison has successfully completed the transition to a fully integrated regime comprising sex offenders and foreign nationals. The improvements reported in last year's report following the very poor HMCIP report of 2007 have been maintained and built upon.

The stable atmosphere reported last year has been maintained with a continuing reduction in serious incidents and the use of the Care and Separation Unit.

Following the HMCIP report in 2007 the prison management drew up a "Three Year Strategy 2008-2011" which identified its strategic objectives and priorities. The priorities included safety, decency, security, maintaining order and control, offender management, reducing re-offending, race equality, prison health and increasing efficiency. This report demonstrates the progress that has been made in all those areas. That progress has been achieved against a background of a radical change in the composition of the population of the establishment moving as it has to cater for sex offenders and foreign nationals. In addition the prison has successfully integrated these two categories of prisoner.

ISSUES REQUIRING THE ATTENTION OF THE MINISTRY OF JUSTICE AND DIRECTOR GENERAL OF NATIONAL OFFENDER MANAGEMENT SERVICE

1. CARE AND SEPARATION UNIT

The Board requests as a matter of urgency that new windows that have already been made should be installed in the Care and Separation Unit as the existing windows have the potential for suicide attempts and such instances have occurred.

2. BUDGETARY CUTS

Opportunities for work, training and education and the gradual introduction of a longer working day in some areas of HMP Maidstone are essential in reducing re-offending. The Board requests that decisions on budgeting should not put at risk the opportunities that Maidstone has worked so hard to create.

S5 AREAS THAT MUST BE REPORTED ON

5.1 CARE AND SEPARATION UNIT (CSU)

The unit only has a small number of cells of various types to hold prisoners for disciplinary or good order/protection reasons. The unit has a cell for particularly disruptive or refractory prisoners but it has not been necessary to use this cell other than for very short periods during the current year.

IMB members are required to see all prisoners located in the CSU within 72 hours to ensure they are held there for legitimate reasons. Following this initial visit prisoners held in the unit are visited by members at least weekly to check on their wellbeing. Members also attend regular reviews to consider the continued segregation of a prisoner in the unit at which they may express their dissatisfaction if they do not agree with the management's decision. Members check on the progress towards return of prisoners to normal location or transfer to another establishment.

Prisoners found guilty of a breach of prison rules may be awarded a period of cellular confinement (CC) which is served in the unit. The rules above also apply to these prisoners.

It is the responsibility of the prison management to ensure that members of the Board are advised of the movement of prisoners to the CSU (Prison Service Order 1700) and in the majority of cases this has been done.

Two cells in the unit have been converted to enable Constant Observation of prisoners who are deemed to be at high risk of self harm. Although located in the CSU these cells are under separate management. The cells have been used on a few occasions during the year but only for very short periods while the prisoner receives specialised attention. The Board recognises that staff have handled such cases, and they are prisoners in a very fragile state, with skill and compassion. The Board has concerns about the location of the cells in the in the CSU in view of the Unit's association with punishment.

The Segregation Monitoring and Review Group (SMARG) meets quarterly and is attended by an IMB member. The group reviews reasons for location, ethnicity and religion of residents. A sub group reviews the use of force.

The windows in the CSU cells are comprised of small panes and cannot be opened. Consequently there is no ventilation and in order to get some fresh air prisoners break the panes and then complain of the cold in winter. The Board has previously expressed its concern about these windows but there is an even greater hazard. The broken windows provide ligature points and during the current year there have been instances of prisoners attempting to take their lives by using sheets tied to a broken window. Only good luck and the prompt action of staff averted deaths in custody. The replacement of the windows has been approved but not carried out because of cutbacks. **The Board considers that action should be taken as a matter of urgency to replace these windows.**

5.2 DIVERSITY

Meetings of the Disability and Race equality Action Team have continued on the bi-monthly basis established in the previous reporting period. In the intervening months the prisoner representatives have meetings with the Diversity Manager to examine the SMART monitoring statistics in depth. These statistics provide data to enable management to assess the prison's performance on equality between ethnic groups across a raft of activities and functions and to ensure that the prison is not acting in a discriminatory way. The prison is required to carry out impact assessments, the purpose of which is to identify whether the operation of any policy or function has a disproportionate impact on different racial groups. In this reporting period such assessments have been completed in respect of :

- Catering
- Access to activities
- Release on temporary licence
- Induction
- Incentives and earned privileges
- Integration of the population
- Racist incident reporting
- Re-categorisation

The impact assessments identify areas of risk and follow up action.

The team has been renamed The Equalities Team as its remit extends beyond race to all other areas of equality. A good example has been the attention given this year to LGBT (Lesbian, Gay, Bisexual and Transsexual) issues and the production of advisory literature for both prisoners and staff. Issues and problems of older prisoners of whom at any one time there are approximately 150 (aged 50+) are also addressed by the team.

The Chaplaincy also plays its part in ensuring that the spiritual needs of prisoners of many different religions are met and that religious festivals across the spectrum are celebrated.

5.3 FOREIGN NATIONALS

At any one time there are foreign national prisoners from between 60 to 70 different countries resident in HMP Maidstone. Since the increase in the numbers of foreign national prisoners in April 2009, provision for them has been stepped up and refined. Efforts have been made for policies and information to be translated into a number of different languages and made available in all Houses. Notices have been posted on all wings encouraging prisoners who might need a confidential interpretation service to use the Big Word facility.

A Foreign Nationals committee continues to meet bi-monthly at which managers, officers, United Kingdom Border Agency (UKBA) staff and prisoners' representatives discuss issues of concern and exchange information. The Catering Manager, through the foreign national wing representatives, invited foreign national prisoners to provide recipes that they could, under supervision, prepare in the kitchen themselves. These could then be incorporated into the prison menu. Regrettably there was a poor take up of this offer although the meals

produced were well received. A special meal was provided for the Festival of Eid which was celebrated in the Multi-Faith Centre. Monthly forums were held where foreign national prisoners could socialise and meet a Governor. Some of these meetings were used for presentations given by the International Organisation for Migration on the Facilitated Return Scheme for specific national groups of prisoners.

As the prison is linked to HMP Canterbury, the population of which is wholly foreign nationals, the prison has been visited twice weekly by two UKBA officers attached to Canterbury. These officers hold surgeries for the foreign national prisoners. Arrangements for these sessions, facilitated by wing representatives, have been organised so that they run smoothly and are accessible to all foreign national prisoners. The Minister's representative who visited the prison in March 2010 commented on the good relationship between prisoners and UKBA staff. At the suggestion of prisoners themselves visits from the Detention Advisory Services have been scaled down to fortnightly due to lack of demand for their services.

The number of prisoners due for deportation but held in prison beyond completion of their sentence increased from three in March 2010 to fourteen in February 2011. At the time of writing this report one prisoner has been detained for nine months beyond his sentence completion date.

By the end of the year the prison had succeeded in meeting all but one of the expectations of HM Chief Inspector of Prisons but the Board was satisfied that this last expectation, the production of a poster identifying foreign national wing representatives, would be produced in the near future.

5.4 HEALTHCARE AND MENTAL HEALTH

The Board has a statutory duty to monitor the provision of healthcare on a regular basis which it has done throughout the year with no major shortcomings ascertained in the provision of healthcare to the prisoners in custody at Maidstone. The timeliness of appointments in general is more favourable than that experienced to the public locally.

There have been a number of staffing issues during the year. A member of the nursing staff was dismissed and the Practice Manager retired. The Healthcare Manager was suspended and an investigation is ongoing. In her absence HMP Maidstone has shared the Manager currently employed at HMP East Sutton Park and HMP Blantyre House.

Most clinics (hepatitis, asthma, dressings and "stop smoking") have taken place with the use of agency staff to fill gaps in the complement. The doctor, dentist, chiropodist, in-reach team and psychologists together with a visiting medical consultant all run clinics on a regular basis.

Members have established by speaking to prisoners during their statutory visits to the prison that they have not had to wait for appointments any longer than on the outside. Indeed many are seen more promptly especially in the case of the GPs who visit daily.

One area of concern is that the Healthcare Unit has no control over the cancellation of hospital appointments due to lack of escort staff to accompany them. This has in the main been a consequence of the number of terminally ill patients attending Oncology for outpatient treatment.

The Integrated Drug Treatment System only has one clinical patient. As CARATS (Counselling, Assessment, Rehabilitation and Through-care Services) has no spaces it is not possible to take more clients from other local prisons. This situation is in part due to the re-rolle that took place during the previous reporting year. A needs analysis has been done and shows that there is currently greater alcohol treatment need in the prison than drug need.

5.5 LEARNING AND SKILLS INCORPORATING PURPOSEFUL ACTIVITY

There has been a marked improvement in the provision of purposeful activity over the past year. The appointment of a Head of Learning and Skills two years ago has greatly contributed to these improvements.

Education

The Education provider, Manchester College, introduced changes to their employment contracts for teaching staff which resulted in the loss of several members of the department's staff. Consequently this has led to a shortfall in contracted hours by some six hundred hours. Manchester College were not permitted by the Learning and Skills Council to make up these hours later in the year. While this is only 5% of the planned delivery hours of 11624, it means that those six hundred hours are lost to the prison and that it is the prisoners who are disadvantaged. HMP Maidstone already has the third lowest allocation of learning hours.

An instructor for the painting and decorating training workshop has at last been appointed recently after an interval of three years. This long standing vacancy has contributed to a loss of purposeful activity for the prisoners and the opportunity to learn a trade.

Purposeful Activity

There is a wide range of work available within the prison which includes residential house cleaning, food servery, gardens, kitchen, print shop, laundry, computers, brick shop, rag cutting and recycling of waste produced within the prison.

Many of these areas provide the opportunity to take qualifications which can be of benefit when seeking employment on release. The Rag Cutting Shop provided very mundane work but was popular with prisoners as it provided earnings at a higher level than education or cleaning. However, this workshop was closed in the latter part of the year and the area it occupied has now become the Print Finishing Workshop following the expansion of the Print Shop. The Print Shop has acquired over the past two years a number of large and modern machines and is now probably the most modern in any prison. It has expanded its capacity substantially and employs 125 prisoners in all aspects of printing and print finishing. Plans have been made to increase capacity still further by working through the "lunch break" which is some two hours in the middle of the day. This will be achieved by installing a servery and

eating area in the Print Finishing Shop. This will mean significantly increased working hours for prisoners, a substantial increase in output and in printing machine efficiency. The work carried out is primarily in house for government bodies.

The PICTA (Prison Information Communication Technology Academy) was closed during the year due to the poor take up of courses and the two instructors redeployed.

5.6 SAFER CUSTODY

A Safer Custody Meeting takes place monthly under the chairmanship of a Governor. Officers and prisoner representatives from each of the four houses are present, as well as the Supervisor/Tutor from the Samaritans.

The meeting deals with the statistics for the number of Assessment, Care in Custody and teamwork, ACCTS books that have been opened during the month, their location and the number of offenders involved. It also deals with the severity of any self harming and whether a visit to the local hospital Accident and Emergency Department was necessary. It highlights those areas that need to be improved, before moving on to learning from and implementing good practice from around the country.

The use of Samaritans is very important and a good training schedule has been put in place, especially to ensure that there are sufficient Listeners available in all residential houses.

Members of the Board have not attended Safer Custody meetings during the current reporting period. However board members have regularly reviewed, in the course of their statutory visits, the ACCT books and checked that the correct procedures are being followed. Some members have also from time to time attended ACCT reviews when they have expressed their satisfaction at the constructive and sympathetic attitude of the reviewing panel. Where language has been a problem arrangements have been made for an interpreter to be present or for the use of an interpretation service (by telephone).

Anti Violence: The number of reports of bullying and the outcomes are discussed. Alleged bullies are identified and are confronted, and victims have documents opened so that closer supervision takes place and is officially recorded. Recently a zero tolerance attitude to threatening and abusive language has been introduced. Staff need to recognise that threatening and abusive language is an offence and must be dealt with by placing offenders on report, as well as by using the Incentives and Earned Privileges (IEP) scheme.

S6 OTHER AREAS

6.1 ADJUDICATIONS

Adjudications are heard by a Governor in cases where a prisoner is charged by staff with a breach of prison rules. Board members attend the adjudications on an ad hoc basis to monitor the processes and ensure that prisoners have appropriate interpreting facilities if needed. Board members have observed that Governors usually conduct Adjudications with good humour and sensitivity. There are fewer cases where the penalty is cellular confinement and more where the penalty is withdrawal of privileges so enabling the prisoner to return to his House.

Certain adjudications are heard by an Independent Adjudicator (a Judge) who hears cases that when proven can merit additional periods in prison.

The Board receives very few complaints from offenders about the conduct or outcome of adjudications. There have been only two applications in this respect during the past year.

6.2 APPLICATIONS TO THE BOARD

The Board monitors applications received on a monthly basis by reference to the source, reason and ethnic background of applicants. Statistics which record this monitoring are contained in appendix 1 and 2.

The number of applications received by the Board has increased only very marginally over 2010/2011. A wide range of subjects are raised in the applications made but as last year a recurring theme is prisoners' property that goes missing. Indeed if anything the problem has become more acute. Lost property accounts for 17.3% of all applications and the closure of the Branston facility has exacerbated the situation. The situation is not helped by the amount of stored property that some prisoners have. When they are transferred to another prison it is frequently the case, observed by members, that the transport contractor limits the number of bags to be taken to two or three. Alternative arrangements have to be made for the transport of any bags left behind with the risk of loss en route.

Of this year's applications 58% were from White British prisoners and the balance was spread across the many different ethnic groups in the prison's population.

6.3 CATERING AND KITCHEN

The Kitchen moved from its old site to temporary premises in the third week of March 2010 and was still operating from this building at the end of March 2011. Occupation of the new Kitchen will take place early in the next reporting period. The catering operation has been carried on very successfully from the temporary building with no interruption at all to the service.

Prisoners are able to choose their meals a week in advance from a varied menu produced by the Catering Manager. Consideration is given to prisoners who, for a variety of reasons, require a special diet. Given the minimal sum allowed with which to feed each prisoner per day, the Catering Manager is to be congratulated on the variety and quality of the meals provided to prisoners. This is reflected in the low numbers of complaints received by the Board (four applications only this year) about prison menus and food and the many largely positive prisoners' comments observed in the Wing Food Complaints Book seen at the servery by Board members during their Rota Visits. The Catering Manager has catered for various festivals such as Eid and Ramadan. We hope that the round of Government cuts will not adversely affect the catering budget as any further reduction in that budget (£2.10 per prisoner per day) would seriously affect the quality and choice of food available to prisoners with consequent impact on their well-being and health.

Board members visit the Kitchen and serveries on a regular basis to satisfy themselves that food is prepared and served in clean and hygienic facilities. Food is sampled on a random basis at the servery, alongside prisoners, to check quality and temperature.

Very few complaints are made to IMB about the quality or variety of food.

6.4 CHURCH / MULTI FAITH CENTRE

The Church of the Good Shepherd plays an important part in the life of the prison. It is now used for all faiths to worship. Family visit days are held there and various courses which address offending behaviour are run in the chapel. As the largest meeting place in the prison, it is also used for full staff meetings.

The change in prison population to exclusively Foreign National and Sex Offenders has resulted in an increase in attendance at the religious gatherings of Christian, Muslim and other faiths.

The music session on Monday afternoons introduced by the Free Church Chaplain has been very successful and is well attended by prisoners.

The state of the chapel continues to cause great concern. Masonry has fallen both inside and outside of the building and some areas are cordoned off. All the windows on the South side of the chapel have been encased in Perspex. This is because they had become unsafe. Extra money was allocated for this and we appreciate the benefit from having daylight coming in to the Chapel. It is understood that the repairs and renovations necessary have been approved subject to finance so the uncertainty remains.

We were advised that the building had been put on English Heritage's 'Buildings at risk' register. However, this does not appear to have happened yet.

6.5 COMMUNICATIONS

A Communications Strategy introduced in 2008 has continued to be implemented with a weekly bulletin and quarterly staff meetings.

For prisoners there are House Consultative meetings where issues can be raised and resolved by prisoner representatives and staff. Where possible Board members attend meetings but House meetings are held at erratic intervals and often without sufficient notice for members to attend as observers.

There is also a Prisoner Council which meets bi-monthly and enables prison wide issues to be raised with management. However, these Prisoner Council meetings had become a complaint forum which gave prisoner representatives the opportunity to raise individual or personal grievances. The prison management wanted to improve the operation of the Council and commissioned User Voice, an organisation for offenders and ex-offenders, to implement its council model at HMP Maidstone. User Voice delivered training workshops to 45 prisoners covering topics that included public speaking, solution-focused approaches to tackling problems and canvassing and campaigning.

The prisoners identified common challenges in the prison and then allocated themselves to specific parties concentrating on specific areas: community and environment, diversity and equality, resettlement and training and education. Elections were held on 8th February 2011 and were open to staff and prisoners; 60% of prisoners and 26% of staff and elected 20 representatives. The first meeting of the new Council took place on 3rd March to establish some guidelines followed by full meeting on 7th April. Representatives of User Voice attended both meetings in an advisory role.

An information channel on prisoners' televisions is used to inform of changes to regime and other matters of interest.

6.6 DRUGS AND MOBILE PHONES

Drug usage in the prison has reduced substantially. The prison's target for positive tests is set at 8.5% for the year to 31st March 2011 and the actual result at 28 February 2011 is down to 1.81%. Mobile phones continue to be found in searching operations. Many of the phones discovered are found in the possession of Foreign National prisoners. Their reason for using a phone is because they do not have visits from family and friends and this is their way of maintaining contact with their families. The prison phone system is very expensive to use for calls abroad.

6.7 INDUCTIONS

Each week a member of the Board attends the prison to take part in the Induction Programme for prisoners new to Maidstone. The member informs them of the role of the IMB and how to make contact should a prisoner wish to talk to a member of the Board.

Trained Peer Workers now run much of the Induction process. In February 2009 a new integrated induction programme was introduced which has been reduced from three weeks to one week and now caters for all prisoners regardless of their offence.

Board members endeavour to speak to all new members of staff with the similar aim of informing them of the IMB's role in the prison.

6.8 INTEGRATED REGIME

The re-opening of Weald House as an Induction wing for all prisoners regardless of their offence and the change in population at Maidstone also brought about an integrated regime where workshops, education, gymnasium and the kitchen all have complements made up of prisoners regardless of offence.

In the 2010/2011 HMP Maidstone went further and integrated the remaining three houses, Medway, Thanet and Kent. To achieve this integration and get the appropriate balance of sex offenders in each house detailed planning was necessary. The change required 198 prisoners to move cells between the four houses with the transfer of each prisoner's property, records etc. Good communication was also essential between management and staff and prisoners. The movement was effected on 31st August and was a great success. It was a fine day and the good humour and relationships between staff and prisoners definitely ensured that success. Those prisoners who needed reassurance or assistance were given the necessary support. The one incident which required intervention was dealt with in a speedy and professional manner. Members of the Board were on hand throughout the day and all agreed that great credit was due to all involved.

6.9 PERFORMANCE RECOGNITION

Performance recognition continues to be an important part of the quarterly staff meetings where outstanding performance by staff in a task or difficult situation is recognised, alongside gaining qualifications in prisoner management and long service. Staff have also gained recognition nationally for excellent and innovative work.

6.10 RECYCLING

A number of prisoners work in this unit sorting all waste that is created in the prison, food waste is recycled into compost that is used in the prison gardens, wood is used to make bird nesting boxes, paper metal and plastics are sold to recycling companies . No waste is sent to landfill.

Prisoners are able to obtain qualifications which are very helpful in obtaining work in the recycling industry upon release

6.11 RESETTLEMENT

Board members attend on an ad hoc basis Discharge Boards for prisoners which are held 3 months prior to release. The aim of the Discharge Board is to discuss with the prisoner a range of issues that he will be facing and to arrange for prisoners being discharged into the community to have settled accommodation to go to, to address family adjustments and to make links with outside agencies.

Assistance with gaining employment is given but unless a prisoner already has a job to go to it will be very difficult for him to find employment in the current economic situation.

For Foreign National prisoners any skills training they can gain whilst in prison will assist them in finding employment when they are returned to their country of origin.

6.12 SECURITY

There were no escapes from the prison during the year and a suspected escape foiled by staff vigilance was later thought to be an attempt to retrieve contraband thrown over the wall into the prison. During the year packages continued to come over the wall and staff regularly monitored where they were mostly found. Although finds were still made during searches intelligence suggested that the number of mobile telephones and availability of drugs in the prison had decreased. Positive Mandatory Drug Tests (MDT) remained low throughout the year. However the downside of this improvement was an increase in the trading of prescribed drugs between prisoners. To control the amount of medications on the wings at any one time a number of prisoners were required to obtain their medication from the Healthcare Centre on a daily basis. Staff continued to be vigilant, carrying out regular searches.

The number of dog handlers was reduced from two to one during the year due to budget constraints but extensive searching continued to be carried out and finds were made of drugs, mobile telephones and contraband. Two contractors and two social visitors were arrested for carrying drugs and an officer was found with amphetamines. The Board considered the presence of search dogs in the prison had, as well as locating contraband, acted as a successful deterrent to smuggling. Plans to remove the dogs entirely would result in an increase in smuggling and the Board was pleased that funding was found to support the retention of the dog handler for a further year.

The proposed integration of sex offenders and foreign national prisoners had precipitated a large number of threats of violence from main location foreign national prisoners towards sex offenders. This was in large measure defused by staff talking to the men concerned and in August a successful operation was carried out involving the movement of 198 between wings to achieve the integration.

There have been incidents of violence, altercations and verbal abuse between prisoners and threats of violence to staff from time to time. When it was noticed that tensions were rising between ethnic groups managers took steps to break up gangs that had formed on Thanet and Medway wings. Prisoners suspected of plotting violence were removed either to another wing or another prison. The instances of use of force during the year were very low due to the skill of staff in defusing potentially volatile situations.

The security audit team which visited the prison gave good feedback and a score of 80%.

6.13 VISITS

The prison's visiting facilities have improved immeasurably over the past couple of years. The Dinsmore Centre which is within the prison walls opens an hour before visits begin and provides a pleasant environment where visitors can wait before going through the security checks. The centre is warm and has toilet and baby changing facilities. There is a drinks machine with packet snacks. Visitors can book their forthcoming visits during the time they are there.

The spirit of those waiting is upbeat, helped by the staff working in the centre, who are on first name terms with the majority of those passing through. The staff are caring of these people and tries to look out for first time visitors to help put them at their ease. Once in the Visits Hall there is a refreshment facility introduced this year to replace the vending machines with sandwiches provided by the Officers' Mess.

Family Days have continued during the year. They are very popular and help maintain family links. To qualify prisoners have to have a record of no adjudications and to have enhanced status in the prison incentive scheme.

S7 THE WORK OF THE INDEPENDENT MONITORING BOARD

The Board meets once a month to discuss the previous month's report from the Governor, individual reports of Statutory Visits, notes of meetings attended, statistics, and to plan areas for special attention during future visits. Prior to the Board meeting commencing, a half hour slot is allocated to a member of staff or visitor to give details of the work of their department or function which enhances the knowledge base of members.

The Board Chair and Vice Chair meet with the Governor once a month to raise issues that require responses at the following Board meeting.

The Board is very concerned that budgetary constraints may make it necessary to review its mainstream activities and to consider the extent to which members attend meetings that relate to their special interests.

DUTY MEMBER

The Duty Member is required to be on 24 hour call for 7 days attending the Care and Separation Unit as necessary and to be present at prisoner reviews in order to ensure that prisoners are being held for valid reasons and are receiving appropriate care and attention. A report of all prisoners held in the Unit and when they are seen and spoken to is circulated to Board members. The Duty Member will attend incidents and make a record of their observations.

STATUTORY VISIT

A member will make an unannounced visit to the prison and inspect: Residential Houses, Healthcare and the Kitchen together with other areas identified for particular attention. The member makes a written report of the inspection which is circulated to all other members and the Governor, highlighting any issue that requires a management response.

INDUCTIONS/APPLICATIONS

Each week a member gives a talk to prisoners new to the prison on the work of the Board and how to make contact should they wish to speak to a member. The member also speaks to new members of staff about the role IMB has in the prison. The same member collects offender applications to the Board from residential houses, records details of the application, carries out an investigation and responds to the offender, recording the response given.

BOARD STATISTICS

Recommended Complement of Board Members	12
Number of Board members at the start of the reporting period	12
Number of Board members at the end of the reporting period	11
Number of new members joining within the reporting period	2
Number of members leaving within the reporting period	3
Number of attendances at meetings other than Board Meetings	208
Total number of visits to the prison	306
Total number of applications received	246
Total number of segregation reviews held	45
Total number of segregation reviews attended	45*

* not recorded but very few were not attended

BOARD ACTIVITIES

Apart from the main duties of the Board, members have areas of special interest where they attend meetings as observers and report back to the Board.

Two members completed their induction training and attended new members' National Training courses organised by the IMB Secretariat. They also visited Kidlington to observe advanced Control and Restraint training at the National Tactical Response Group Centre. Two other members joined the Board and have commenced induction training. One member attended a Continued Development Course. Two members attended the IMB National Conference.

A visit was made to HMP Elmley by six members to develop their knowledge of the Prison Service and exchange areas of best practice with their colleagues.

During the year Board Development was promoted by a variety of prison staff being invited to speak at Board meetings about their duties and matters of interest in the prison and several Board members sat in on staff training sessions. Members also attended P-Nomis training presented by members of the prison training department

In addition a special session of the Board was held following a completion of a performance questionnaire by members. Board members reviewed their performance and initiated changes.

Ian Fraser
Chair

APPENDIX 1

OFFENDER APPLICATIONS 2010/11

		2010/11 No.	2009/10 No.	2008/89 No.
A	ACCOMODATION	17	8	0
B	ADJUDICATIONS	2	4	4
C	DIVERSITY RELATED	7	9	6
D	EDUCATION/EMPLOYMENT/ TRAINING inc INCENTIVES AND EARNED PRIVILIGES	34	23	25
E	FAMILY/VISITS	28	34	24
F	FOOD/KITCHEN RELATED	4	13	8
G	HEALTH RELATED	20	19	16
H	PROPERTY	55	44	38
I	SENTENCE RELATED	30	20	20
J	STAFF/PRISONER RELATIONSHOPS	13	10	8
K	INTER PRISON TRANSFERS	11	5	4
L	MISCELLANEOUS	25	41	41
	TOTAL	246	232	195

APPENDIX 2

OFFENDER APPLICATIONS 2010/11

ETHNIC ANALYSIS

ETHNIC GROUP	APPLICATIONS	% OF TOTAL	% OF PRISON POPULATION (600)
Asian British (A1,A2,A3,A9)	23	9.2	3.8
Black or Black British (B1,B2, B9)	58	23.4	9.6
Mixed	1	0.4	0.16
Chinese or other Ethnic Group (O1,O9)	4	1.6	0.66
White (W1,W2,W9)	161	65.0	26.8
Not Stated	1	0.4	0.16