



INDEPENDENT MONITORING BOARD

ANNUAL REPORT

FOR

HMP BULLWOOD HALL

**1 AUGUST 2011
to 31 JULY 2012**

Section 1 Statutory role of the IMB

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

The Board is specifically charged to:

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

The approved complement of Members of the Bullwood Hall IMB is twelve. As at 31 July 2012, the actual membership was nine:

Paul Norton-Ashley (Chair)
Barry Catling (Vice – Chair)
Sarah Carr (Board Development Officer)
Peter Chipperfield (Information Officer)
Brian Ellis
Joe Hayden
Celia Moody
Rod Salmon
Brian Wellman

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Section 3 - Description of HMP Bullwood Hall

- 3.1 HMP Bullwood Hall is a Category C male prison in Hockley, Essex, holding sentenced foreign national prisoners. Certified Normal Accommodation at reporting date was 241 (2010-2011 241). Operational Capacity was 228 (2010-2011 228).
- 3.2 During the reporting year 817 prisoners (the churn) passed through Bullwood Hall.
- 3.3 There are seven wings, providing single and shared occupancy cells. 106 prisoners share double cells, so 122 are in single cell occupation. 132 prisoners have access to 24 hour toilet and washing facilities and the remaining 96 prisoners are subject to night-sanitation arrangements.
- 3.4 Bullwood Hall's facilities include communal dining hall and kitchen, chaplaincy, workshops, gym, exercise area, training & education centre, library, visitor centre and gardens, multi-faith room and chapel and a recycling department.
- 3.5 Educational provision remains contracted to Milton Keynes College. The prison library is provided by the Essex Library Service, and Harmoni H S Ltd. provides healthcare and mental health services. The Visitor Centre is supervised by the Ormiston Trust, supported by representatives of the Mothers Union and Mudpies.
- 3.6 In addition representatives from the following voluntary/community organisations attend the prison:

St.Mungos:	Housing/accommodation
Migrant Helpline:	Help for asylum seekers, refugees and migrants.
Caring for ex offenders	A link with local church community.
NACRO	Nacro reduces crime by changing lives
Job Centre Plus	Job Search
Shannon Trust	Shannon Trust runs the Toe by Toe Reading Plan, one-to-one tuition for prisoners.
Princes Trust	Gives practical and financial support to young people.
Betel of Britain	Restoration of personality.
Sue Ryder Care	Resettlement & purposeful activity
British Red Cross	Helps people in crisis. Comes in on request.
Citizens Advice Bureau	Comes in on request.
Alcoholic Anonymous	Help for alcohol addiction.
St.Giles Trust	Equipping prisoners for life beyond prison.
National Career Service	Provides careers advice.
Story Book Dads	To help imprisoned parents to maintain contact with their children.
Toe by Toe	Reading skills for prisoners
3 Volunteer teaching assistants	
2 Volunteer reading group leaders.	

Section 4 – Executive Summary

4.1 Particular Issues where a reply from the Minister is sought

4.1.1 Sentence-expired prisoners

- 4.1.1.1 The Board remains extremely concerned that prisoners are liable to be held at Bullwood Hall beyond the end of their sentence, by order of the UKBA. At the reporting date there were 24 prisoners held beyond the end of their sentence and this has been an increasing trend over past months.
- 4.1.1.2 It is distressing for prisoners who are expecting to be released or deported at the end of their sentence only to be informed, often at short notice, that they will continue to be detained. The Board questions whether every effort is made to ensure that a prisoner's immigration status is determined in good time and certainly well before his sentence expires. See Section 5.5.8
- 4.1.1.3 The Board's concerns about sentence expired prisoners have been raised as an issue for the attention of Ministers' in each of the Board's previous three annual reports.

4.1.2 Night Sanitation (night san)

- 4.1.2.1 The Board again brings to the attention of the Minister the archaic and inhumane night sanitation system (night san). 96 prisoners (42% of the total population) are subject to this degrading process. For approximately 12 hours each night these prisoners are subject to long waits for the toilet and no flexibility is afforded to those with special needs.
- 4.1.2.2 Only eight prisoners on each wing can register their toilet request at any one time. Prisoners who understand the system and know how to use it, gain an advantage, whilst other less well informed prisoners suffer as a consequence. The night san software is also subject to random crashes which disrupt the queuing system.
- 4.1.2.3 One of the regrettable consequences of these delays is that some prisoners throw human faeces out of their cell windows. This is a hazard both to prisoners and staff, especially those who deal with recycling prison waste. See Section 5.8.2
- 4.1.2.4 The Board's concerns about night sanitation arrangements have been raised for the attention of Ministers' in each of the Board's previous four annual reports.

4.2 An operational matter requiring a response from the Prison Service

4.2.1 Resettlement

The Board is concerned that a significant number of prisoners arrive without an OASys assessment or a sentence plan, from a previous establishment. OMU staff do carry out a risk level assessment by reviewing available information on record. However, this may not be adequate for identifying the risk profile of individuals. There is therefore uncertainty as to whether, as a result, there is an increased risk to other prisoners, staff or visitors. See Section 5.5.

Section 5 - Areas that must be reported on

5.1 Equality & Inclusion

- 5.1.2 The Equality group has begun a series of courses for staff on cultural awareness and immigration law. This course deals with aspects of culture, such as behaviour, attitudes and customs. To date almost 50% of all staff have attended this course.
- 5.1.3 The Board is pleased to note that the Imam is continuing to provide training for officers and staff in faith awareness. To date almost 50% of all staff have attended this course.
- 5.1.4 The RIRFs (Racist Incident Reporting Forms) have been replaced by a DIRF (Discrimination Incident reporting form) and it is pleasing to note that for the full year there have been only five reports.

5.2 Education, Learning & Skills

- 5.2.1 There is a 90% attendance by prisoners in education, learning and Skills programmes. There is much effort in providing education and work that meets the needs of the prison's foreign national population. The majority of prisoners' feel that the skills they acquire from the learning & skills programme equip them with suitable skills to enable them to move into some form of employment after release/deportation. Prisoners also value the personal tutors' who also assist them to collate their portfolios
- 5.2.2 The employability skills course is going from strength to strength and provides prisoners with relevant skills that are much needed by prospective employers. Also a healthy living course is running in partnership with Chaplaincy.
- 5.2.3 There are some prisoners who do not work due to inability, sentence expiry and refusal to work.
- 5.2.4 The Board is pleased to note that there has been an extension to the Bricklaying room by way of a cover outside the back door that has increased the area twofold.
- 5.2.5 The Board is pleased to state that Learning and Skills work is well managed. This based on a good understanding by the tutors for the needs of Foreign National prisoners

5.3 Healthcare & Mental Health

- 5.3.1 On the 1st May 2012 Harmoni took over responsibility for Healthcare at Bullwood Hall. Harmoni have indicated that it is keen to reduce agency staff and replace them with Harmoni appointed staff, this can only be good for continuity of treatment and care. However, there is some discontent among staff about low levels of staffing. The impact of this will be monitored by the Board.
- 5.3.2 **Dentist**
At the report date there are some 54 patients waiting for either check-ups or treatment, this represents approx 25% of the prison population and is far from satisfactory. The Current Dentist only attends for four hours per week. In the opinion of the Board this is not sufficient to maintain a good service and needs to be attended to as a matter of urgency.
- The Dentistry chair which is considered unfit for purpose will be replaced and the cost borne by the Prison, because of specific requirements of this chair the prison is seeking advice from the PCT as to the type and specifications before placing an order. This is taking far too long to resolve.
- 5.3.3 **Medication**
A newly appointed pharmaceutical technician, who is also covering HMP Chelmsford, should speed up the process at Bullwood Hall and avoid locum cover which has led to delays in the past.
- 5.3.4 **IDTS**
The number of dependent prisoners currently stands at two and is a considerable reduction from past months. The Board was very encouraged to see Harmoni staff attending the Drug Strategy Meeting. The incidence of drug dependency remains low and reflects the type of prisoner held.
- 5.3.5 **Mental Health**
On Mondays and Fridays a Mental Health professional is available all day for those prisoners suffering from Mental Health issues. In addition there is a councillor to whom prisoners are referred, however the Councillor only attends one day per fortnight and can only see five patients in a day.
- 5.3.6 Health awareness workshops were arranged for September, covering signs, symptoms, risk & prevention for the following-
Sexual Health/Mental Health/High Blood pressure & Heart Disease/Cancer/Substance misuse/ Oral Health & Healthy Life style. Unfortunately these workshops were cancelled because of lack of interest by prisoners. Could better publicity have improved prisoner take-up?
- 5.3.7 The last three months have been a settling period for Harmoni and the Board will continue to monitor this major change in health care management at Bullwood Hall.

5.4 Purposeful Activity

5.4.1 Education and work activity is well managed and the strategy is based on a good understanding of the needs of foreign national prisoners nearing the end of their sentence. There are sufficient places for the population, and take up of activities is high.

5.4.2 Work Places

Emphasis by the staff has been on encouraging business partnerships to ensure sufficient work for the prisoners, increasing productivity, financial savings and development of employability skills through the roll out of the employability skills award.

The Garment Workshop recently introduced a 35 hours working week. Unfortunately recruitment and attendance has proven to be a problem area.

Recycle workshop has increased the rate of recycling to over 80% of all prison generated waste.

Within Recycling is a carpentry section which makes items for the establishment and for the community, including bird and bat boxes to donate to schools and Construction of drug 'safe boxes' for the Essex Drugs Action Team.

5.4.3 Gym

Mostly recreational PE but there is increasing support for Healthy living and Health Promotion

A Health Training scheme has been introduced with accredited training for prisoners as Health Champions, to assist other prisoners.

Problems are caused by prisoners being allowed into the gym despite being told by wing officers that gym allocations are full. This undermines wing officers.

5.4.4 Library

The Library is well stocked with foreign language publications and is well managed and has a good take up by prisoners with a membership of over 90% of the population.

5.5 Resettlement

5.5.1 Although a prison for foreign nationals approximately 30% of prisoners are released into the UK. However, resettlement processes focus on any prisoner that needs resettlement advice no matter where their final destination is likely to be.

5.5.2 Prisoners arrive at Bullwood Hall, from other prisons, without an OASys assessment or sentence plans. Whilst a risk assessment is carried out on arrival this may not be adequate and staff and visitors may be exposed to unacceptable risk. The Prison Service should urgently address this issue by ensuring that prisons holding foreign national prisoners carry out proper sentence planning before prisoners are transferred to other establishments.

5.5.3 A good resettlement strategy operates and key staff are designated champions of resettlement pathways, that include accommodation, healthcare, employment, children and families and drugs & alcohol.

5.5.4 There is a considerable effort to target prisoners who need resettlement help, and weekly resettlement workshops target prisoners who are nearing release. The Education department offers a City & Guilds in employability skills - much needed by prospective employers.

- 5.5.5 Targets are met for ensuring prisoners are released into settled accommodation, although this is often at the word of the prisoner, so the reality may be different.
- 5.5.6 A further strand of the resettlement process is the identification of prisoners who can work in the prison grounds outside of the gates. Suitable prisoners for ROTL are identified but immigration issues debar many prisoners from outside working parties.
- 5.5.7 Closer cooperation is needed between resettlement staff and UKBA to ensure early identification of immigration status of prisoners, as this will greatly aid the resettlement process.

5.5.8 Sentence expired prisoners

- 5.5.8.1 The Board remains concerned that the number of sentence expired prisoners held by order of the UKBA continues, and at any level this is unacceptable. The number of sentence expired prisoners has risen over past months and the problem continues unabated.
- 5.5.8.2 It is distressing for prisoners who are expecting to be released or deported at the end of their sentence to be informed, often at short notice, that they will continue to be detained. The Board questions whether every effort is made by the UKBA to ensure that a prisoner's immigration status is determined before his sentence expires. The suggestion that the serving of an IS91 notice should not come as a shock to a prisoner may be correct but it is the manner and lateness of its serving that causes distress.
- 5.5.8.3 Prisoners are frustrated because they feel that they do not receive adequate explanation of their immigration status, what choices they have and what action is open for them to pursue.
- 5.5.8.4 Whilst the Board recognises the hard work of UKBA staff it does consider that there is sometime limited dialogue between BH UKBA staff and CCD case workers, which delays decisions on prisoners' immigration status and causes distress to prisoners.

5.6 Safer Custody

5.6.1 ACCTS & Self Harm

The Suicide Prevention Coordinator is still to undertake the ACCT Assessor Course. More ACCT Assessors are still needed to cover weekends and nights.

ACCT Foundation training is now in place so that all staff will have completed training by September 2012.

The Board considers that all CSU staff should have mental health training.

The number of ACCTs opened each month has averaged six per month but the vast majority are closed within few days. There are no issues arising from this process.

Incidences of self harm remain low and are mainly caused by immigration issues.

There is confusion among the prisoners between HDC and sentence end dates. This information is to be built into the Induction process. ERS information is to be translated into several languages.

5.6.2 Bullying and Violence Reduction

Bullying remains low. Violence Reduction now has a bigger part to play in the Introduction to Safer Custody with more emphasis on reporting incidents on the prisoner electronic record.

5.6.3 Prisoner Representatives

Bullwood Befrienders are now able to visit prisoners in CSU if a visit has been requested by the resident.

Safer Community Orderlies feel that Safer Custody is taken seriously at BH especially compared to their previous prisons.

A Safer Community violence reduction questionnaire was sent to prisoners in July 2012. The results show that 74% of prisoners felt safe whilst 26% reported feeling unsafe. This worrying statistic will be closely followed by the IMB. However, rota visits and prisoner applications have not reflected this statistic. Additionally an HMCIP inspector, following an announced inspection in September 2012, reported that "prisoners relate these (unsafe) feelings more to anxieties about their immigration status and worries about how immigration matters will progress than fear of violence or bullying."

5.6.4 Constant Watch and Safer Cells

Constant Watch Cell – This has been used only twice in the past year and both for short periods.

New Safer Cell remains not ready to be used. The upgrade of this cell commenced on 14th February 2011 and was eventually commissioned in September 2012. It is uncertain as to what category of prisoner will be accommodated there.

CCTV has now been installed in G wing and the CSU. It has led to an improvement in security. Unusual behaviour has been noted and acted upon.

5.7 Segregation, Care & Separation, Close Supervision

5.7.1 General

At Bullwood Hall, security is tight and effective but not dehumanising.

There are currently two prisoners on ROTL working outside the prison, one in the grounds and one in a charity shop in Rayleigh. They have not breached the terms of their outside deployment.

During the year, the Board was present at a Serious Incident when a prisoner barricaded himself in his cell and was threatening to self-harm or worse. The board members present were impressed with the skill, patience, firmness and humanity with which the prisoner was treated.

5.7.2 Use of Force

Use of force continues at a very low level – no more than two or three cases per month, less than the previous year.

5.7.3 Adjudications

During the period January – July 2012, there was an average of 22 adjudications per month. Most of these were adjudicated on by a governor. The Board is satisfied that adjudications are properly conducted.

5.7.4 CSU

During the period covered by this report, 81 prisoners were held in the CSU, i.e. on average 7 prisoners per month. The Board is satisfied that prisoners are properly treated and held in satisfactory conditions. The IMB is usually notified within 24 hours of a prisoner's arrival and is able to speak freely with prisoners.

MAPPA

Under this public protection arrangement prisoners likely to act violently upon early release towards identified individuals (typically family members or former associates) are identified. The number of MAPPA cases has risen quite sharply over the last year (by about 100%), from 14 in June 2011 to 36 in July 2012 (15% of the prison's population).

Liaison between justice systems in different countries is poor and therefore Bullwood Hall cannot be sure of a prisoner's background. Unidentified risks for incoming prisoners have been mentioned elsewhere in this report and are something that the IMB will closely monitor.

5.7.5 Security Meeting

The IMB is invited to attend the monthly security meeting but is barred from the pre-meeting. As the Board has no idea of the content of those discussions, it is unable to make a judgement on full security implications.

5.8 Residential Services (incl. accommodation, food, catering and kitchens)

5.8.1 Accommodation

Bullwood Hall continues to be a safe and secure environment for prisoners and staff.

During the reporting year, Induction Wing (G) has had a makeover, it certainly has a brighter look to it, but much more needs to be done. Prisoners recently were found to be painting tiles in the shower rooms on the Wings without masks or overalls. Although it's commendable that the prisoners are working to enhance their own environment, it's important that it's done correctly by using the correct materials and the necessary protective clothing.

Staff toilet refurbishment programme continues at a snails pace, and no further work has been carried out this year.

5.8.2 Night Sanitation.

- 5.8.2.1 The Board again urges the Minister to replace the archaic, inhumane and totally unacceptable night sanitation system. 96 prisoners (42% of the total population) are subject to night sanitation. The number subject to night sanitation has fallen as C Wing is now an unlocked enhanced prisoner wing where access to toilets is available for 24 hours a day.
- 5.8.2.2 It is of serious concern to the Board that it is not possible to monitor, or record, the length of time a prisoner has to wait before being released from his cell to use the toilet. During the reporting year there were 96 call outs for Night Sanitation system problems, the majority relating to “sticky buttons”. This is often caused by prisoners wrongly believing that if they continuously press the button they will be let out sooner.
- 5.8.2.3 Only eight prisoners on each wing can register their request at any one time. There are up to 33 prisoners in a wing that are subject to night sanitation. So for many prisoners there can be a considerable wait even to get registered on the system. Prisoners who understand the system and know how to use it, gain an advantage, whilst other less well informed prisoners are disadvantaged because of this and so suffer even longer waits to go to the toilet. A prisoner leaflet explaining the night san system is provided to prisoners, in several languages.
- 5.8.2.4 Prisoners can wait for two hours or more before they are released from their cell, and that is not counting the time between lock-in and the time Night San system becomes operational.
- 5.8.2.5 One of the regrettable consequences of these delays is that some prisoners throw faeces out of their cell windows.
- 5.8.2.6 The Board is informed from time to time that the night sanitation system software is being upgrade although evidence on the ground suggests that there is very little in the way of improvements to help prisoners get to the toilet quicker.

5.8.3 Food, Catering & Kitchen

Kitchen and food preparation continues to be well managed and prisoners working in the kitchens are closely supervised and generally the food is well received by prisoners with only very few complaints. Cultural and religious needs are catered for as well as special arrangements being made to cater for religious festivals.

Section 6 – Other areas of the Prison

6.1 Chaplaincy

The Chaplaincy Team will be strengthened by the appointment of an Anglican Chaplain Manager with effect from April 2013.

Either the Chapel or the Multi Faith Room is in use every day of the week, with the exception of Wednesday, for one of the religious meetings. Chaplaincy goes to great lengths to obtain religious material in a prisoner's native language.

In addition to the Faith Specific representatives the team can call upon a further group of 27 volunteer visitors ready to support prisoners and the Chaplaincy list covers 16 languages.

As with all other aspects of prison life the ever changing prison population produces daily fluctuations in the numbers professing a faith and the constituent religions represented. At 12 July 2012 the prison population was 29% Muslim, 27% Christian and the remaining 42% made up of 14 other faiths.

The resettlement surgery aims to ensure prisoners released into the UK community are given local contacts and practical support. Prisoners released overseas can often be given supportive contacts in their home town, depending upon the country of return.

As in the past Chaplaincy continues to monitor food preparation so as to avoid cross contamination between kosher, halal, vegetarian etc and is very appreciative of the efforts made by the kitchen staff at Bullwood Hall to ensure this and to facilitate the observance of Ramadan by the use of special insulated boxes (costing £100 each) to keep food hot until the fast is broken.

The prison regime is regularly modified when clocks are changed to ensure Muslim prayers are in accordance with sunrise and sunset requirements. And all religious festivals and their corresponding faith requirements are published regularly so that prison staff can facilitate observance by prisoners and avoid clashes of gym slots or health surgeries etc.

The Imam runs a 'One to One Course', Islam to Imam, which is run weekly and is a course in moderate Qu'ranic exposition to combat extremism, because the Imam believes religious ignorance can lead to vulnerability and manipulation.

A recent prisoner survey provided positive feedback of a supportive chaplaincy.

6.2 Grounds

Rubbish continues to be thrown by prisoners out of cell windows onto the ground outside. As stated elsewhere in this report some of the rubbish is hazardous and represents a risk to staff and prisoners.

From time to time prisoners are risk assessed to work in the grounds outside of the prison, but numbers are too low to maintain better standards of maintenance as UKBA restrictions limit available numbers.

6.3 Inductions

Although a timetable of prisoner inductions was published it does not appear to be working as planned. The time allocated to the IMB is not often convenient to prison staff, so needs some attention. In addition there does not appear to be a check made to ensure all inductions have been carried out by designated departments/staff.

6.4 Reception

Reception facilities have been enlarged during the past year and better conditions prevail for prisoners and staff. It is the Boards' understanding that a Reception orderly is available to assist incoming prisoners. However, on a recent visit by HMIP it was reported that no insiders or befrienders were based in Reception.

Prisoners often have lots of personal possessions, sometimes up to 8 or 9 bags each, which cause storage problems.

The BOSS chair is not currently used as its accuracy is under question. Does this represent a risk if prisoners bring in concealed unauthorised items?

6.5 Visits

The visitors centre continues to provide an excellent service in terms of professionalism, friendliness, respect and consideration shown to both prisoners and their families. It has to be noted that currently officers staffing the visits centre are now dressed in polo shirts. It is pleasing to observe the beneficial effect this appears to have on prisoners and visitors, and the willing flexibility of staff in accommodating late arriving visitors.

Children's visits are important days in the calendar of prison visits, allowing dedicated time for prisoners and their children. Volunteers assist with entertaining the children.

Section 7

THE WORK OF THE INDEPENDENT MONITORING BOARD

- 7.1.1 Two members are on rota duty each week to ensure prompt response to written and verbal applications received from prisoners. All areas of the prison are visited each week by Members on rota duty.
- 7.1.2 Board members attend most prison held meetings as observers, especially those that relate to a member's area of special interest.
- 7.1.3 Board members attended 93 Adjudications out of a total of 269 held.
- 7.1.4 Board members attended those prison held training sessions that were key to improving members' understanding/knowledge of prison processes/systems.
- 7.1.5 Each Member has an area of special interest which contributes to the annual report.
- 7.1.6 The Board is indebted to its Clerk for the continued support she provides.
- 7.1.7 The senior management team, prison and UKBA staff have been cooperative. The Board is able to resolve issues and problems with prison management/staff as and when they occur, for which the Board is grateful. The Governor continues to provide an open door policy to the IMB and regularly attends its Board meetings.
- 7.1.8 Since 2009 the Board has been embroiled in litigation with a one-time Bullwood Hall prisoner about allegations of discrimination perpetrated by the IMB, the Prison Service and UKBA. It was announced in September 2012 that the claimant has accepted an out of court settlement of some £3,000 in relation to his claims against the IMB and the Prison Service.

Section 7 cont.

BOARD STATISTICS	
Recommended Complement of Board Members	12
Number of Board members at the start of the reporting period	10
Number of Board members at the end of the reporting period	9
Number of new members joining within the reporting period	0
Number of members leaving within reporting period	1
Total number of Board meetings during reporting period	12
Total number of visits to the Establishment	412
Total number of segregation reviews held	4
Total number of segregation reviews attended	2
Date of Annual Team Performance Review	October 2011

Section 7 (cont.)

IMB Applications from prisoners

Code	Subject	2011_2012	2010_2011	2009_2010	2008_2009
A	Accommodation	2	4	7	1
B	Adjudications	2	1	0	0
C	Equality & Diversity (inc religion)	0	4	6	1
D	Education/employment/training inc IEP	15	10	10	6
E 1	Family/visits inc mail & phone	1	12	4	12
E 2	Finance/pay	1	0	0	0
F	Food/kitchen related	5	1	4	6
G	Health related	16	19	11	8
H 1	Property (within current establishment)	103	56	126	57
H 2	Property (during transfer/in another establishment)	5	11	11	5
H 3	Canteen, facilities, Catalogue shopping, Argos	3	3	3	1
I	Sentence related (inc. HDC, ROTL, parole, release dates, re-cat etc)	71	135	98	81
J	Staff/prisoner/detainee concerns inc bullying	10	12	9	13
K	Transfers	2	6	2	4
L	Miscellaneous	28	13	19	20
	Total number of IMB applications	264	287	310	214
	Of total: number of IMB Confidential Access was:	2	Not recorded	Not recorded	Not recorded

Appendix A

Glossary terms & abbreviations used in this report

ACCT	Assessment, Care in Custody and Teamwork
BH	HMP Bullwood Hall
BWLA	British Weight Lifting Association
CAB	Challenging Antisocial Behaviour
CARAT	Counselling Assessment Referral & Throughcare
CCD	Criminal Casework Division (UKBA)
CHURN	Turnover of prisoners through the establishment
CSRA	Cell Share Risk Assessment
CSU	Care and Separation Unit
DEAT	Diversity Equality Action Team
DDA	Discrimination & Disability Act
ESOL	English for Speakers of Other Languages
GOoD	Good Order or Discipline
Harmoni	Harmoni H S Ltd.
HDC	Home Detention Curfew
HMIP	Her Majesty's Inspector of Prisons
HMP	Her Majesty's Prison
HNA	Health Needs Assessment
IAS	Immigration Advisory Service
IDTS	Integrated Drug Treatment System
IEP	Incentives and Earned Privileges
IMB	Independent Monitoring Board
IOM	International Organisation for Migration
IRC	Immigration Removal Centre
MAPPA	Multi Agency Public Protection arrangements
MIND	National Association for Mental Health
NACRO	National Association for the Care and Rehabilitation of Offenders
NOMS	National Offender Management Service
NVQ	National Vocational Qualification
OASys	Offender Assessment System
OFSTED	Office for Standards in Education
OLASS	Offender Learning & Skills Service
OMU	Offender Management Unit
PCT	Primary Care Trust
PTSD	Post Traumatic Stress Disorder
RARPA	Recognising and Recording Progress and Achievement
RIRF	Racist Incident Reporting Form
SFA	Skills Funding Agency
UKBA	United Kingdom Border Agency