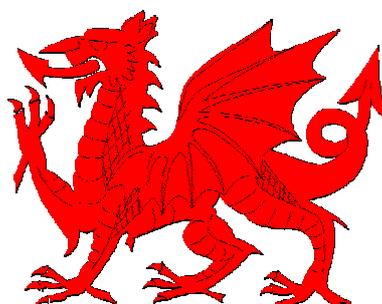




ANNUAL REPORT
FOR
HMP CARDIFF

REPORTING PERIOD

1st SEPTEMBER 2009 – 31ST AUGUST 2010



SECTION 1

Statutory Role of the IMB

The Prisons Act 1952 and the Immigration and Asylum Act 1999 require 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 of adequacy of the programmes preparing them for release.
- 2) inform promptly the Minister of Justice on how well the prison has met the standards and requirements placed on it and what impact these have on those in its custody.
- 3) report annually to the Minister of Justice 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.

SECTION 2

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SECTION 3

Description of the Prison

HMP Cardiff is a Cat B, inner city, adult male prison. It is the largest state-run prison in Wales, with Certified Normal Accommodation (C.N.A.) of 526 but with an operational capacity of 824 from December 2009. It has a wing dedicated to drug rehabilitation and a dedicated lifer wing.

The regime at Cardiff is designed to rehabilitate and educate through structured sentence planning. Opportunities exist for education and work placements, with more limited resources being applied to resettlement. Education is run by the Prison Service in Wales and is designed to meet the requirements of the National Curriculum in Numeracy, Literacy and Information Technology. There are 3 Libraries which provide books, magazines and papers.

Training is offered across a range of industries and activities which include workshops for Braille Translation, Bricklaying, Painting and Decorating, Art, Tailoring, Bicycle Repairs and Refurbishment (for Africa and Eastern Europe), Gardening and the packing of in flight magazines for airlines. Cardiff has a radio station (Klink Radio) which is well supported and the Catering Department runs N.V.Q. courses up to Level Two.

The Physical Education Department offers recreational activities largely within the gymnasium. The Astroturf pitch is used every day, in all weathers and is a valuable asset to the Department. The Gym Staff encourage fitness for both prisoners and prison staff alike. The Welsh Special Power Lifting Team use the facilities and train in the gym every Wednesday and pupils from Maes Dyfan Special School Barry, have a games session bi-weekly.

The prisoners are supported by Personal Officers, Caseworkers, the Psychology Department, the Substance Misuse Team, and both the Chaplaincy and the Healthcare Department.

The Health Care Centre has a capacity of 22 beds.

The Samaritans train prisoners to become Listeners who can be called on by other prisoners needing someone to talk to.

The objectives of the prison are to hold male prisoners securely and safely, to provide a well ordered establishment where prisoners are treated humanely and with decency, and to provide a structured and educational regime such that the risk of re-offending is reduced, so that on leaving they can contribute positively to society.

SECTION 4

Executive Summary

Within the reporting year, the Independent Monitoring Board of H.M.P. Cardiff has seen a change in the senior management of the Prison with a change of both Governor and Deputy Governor, both of whom seemed to have settled in well and have been instrumental in the re-role of HMP Cardiff.

At the start of the reporting year, the Board had twelve members, of whom, one member was on extended sick leave,

A recruitment drive was launched and one new member, a local Magistrate was appointed, with a number of other candidates scheduled to be appointed in the near future.

Even with the ongoing training of new members and two members being in full time employment, the Board continues to be on hand 24 hours a day for the prison and at least one member is in the establishment at least four times a week ensuring applications are dealt with within 72 hours.

And for all their hard work, time and commitment to the prison and the prisoners I thank them wholeheartedly.

The Independent Monitoring Board has a good relationship with both prison staff and prisoners. Prisoners trust and respect the Board, being open, not just with prison problems but also with personal problems.

During the reporting year, just like the last, there have been continuing financial constraints that have brought more pressure on the service, but the officers and staff are handling it in their own professional way, ensuring that the effort that has gone into their work to make H.M.P. Cardiff a safe and worthwhile place to work and reside is not affected.

The Board has recognised, and is concerned about an increase in the number of complaints made to the board relating to healthcare, and treatments. This has been discussed at Board level and the Senior Management team of HMP Cardiff have undertaken a review of healthcare provision at the Prison.

We also had 5 deaths in custody during the reporting period, which was very sad for family, friends, cell mates and staff who were affected by the deaths. The prison did all they could to help those affected and were open and co-operated with the ensuing investigations and with the Board.

Board members also attended 3 Coroners Inquests during the reporting period, and were impressed to see both management and uniformed staff members also in attendance.

The Board still has concerns of prisoners with mental health issues being held in a mainstream prison which is not designed for these prisoners, R45 prisoners being held in the Segregation Unit and B wing awaiting transfers to special units. This, I must point out, is not the fault of H.M.P. Cardiff, but of the receiving prisons, and also the Board voices its concern regarding foreign nationals being held beyond their tariff awaiting deportation.

As already reported, the staff, both officers and administration, continue to be helpful friendly, and polite towards the Board. The Independent Monitoring Board found H.M.P. Cardiff to be a clean, safe and well managed establishment with good relations between officers and prisoners.

On behalf of all the members of the Board, I would like to thank the new Governor Mr Richard Booty, and all the senior management team for all their hard work and professionalism in the smooth running of the prison and their co-operation they have given the Board, which helps the Board carry out our role effectively.

GERWYN DAVID BUTLER
Chairman.
I.M.B. H.M.P Cardiff

SECTION 5

Compulsory Reporting Areas

5.1 DIVERSITY/RACE RELATIONS

There are a variety of activities, objectives, monitoring programmes, staff with special responsibilities and initiatives that are generally focussed towards the management of the key issues that are perceived to be the drivers of a successfully diverse establishment at HMP Cardiff.

As of August 2010, the prison population of HMP Cardiff was 808 prisoners, of which 94 are black. mixed race or minority ethnic background with 34 prisoners showing as 'not stated'.

Nationality figures note that 723 prisoners indicate that they are British, 4 from Vietnam, 3 from Pakistan and 5 from Somalia. 31 different countries are represented in the population of HMP Cardiff.

The prisoners held at HMP Cardiff come from a variety of religious backgrounds. 142 are Agnostic, 10 state no religion, 125 are Atheist, 2 are Pagan, 1 is Quaker, 10 are Buddhist and 76 are Muslim. The rest of the prison population is made up mainly from different Christian denominations i.e. Roman Catholic, Church in Wales and other smaller groups.

To recognise and address any problem areas, the following strategies are in place:

- Complaints Procedures
- Race Relations Procedures
- Victim Protection Strategy
- Race Equality Committee
- Strategies and Procedures all clearly explained during induction.

All the above activities are supported and monitored by the Permanent Diversity and Race Equality Manager reporting directly to the Diversity Governor.

To ensure prisoners feel safe, respected and are assimilated into prisoner life fully, the following activities, organisations and people are used;

- Race Equality Officer
- Foreign National Officer
- Local Race Equality Officer
- Prison consultation on optionalised perception

All officers and prison staff are trained and educated in Diversity and Race Equality. This is covered in Prison Awareness and Induction training. The

Diversity training package is now up and running and a Foreign Nationals support group has been set up.

The support group was not aimed solely at immigration, but it is for anyone who is a long way from home who needs support from other people.

Our permanent Diversity Manager presents a training and education session on diversity and legal obligations to all new officers and staff.

Education is doing an excellent job in the delivery of English, helping foreign nationals to improve their English and enabling them to communicate better.

In the Board's experience all strategies and procedures are adhered to and are regularly monitored by our permanent Diversity Officer. All prisoners are treated fairly and with respect irrespective of the ethnic background, sexual orientation, race or religion. Leaders at all levels within HMP Cardiff could be encouraged to embrace the idea of developing this culture during everyday routine activities, continuation training and periodic internal staff development sessions. Clearly, such training should not be seen as a diversion from operational demands but imaginative and responsive initiatives by all staff with a staff management and leadership role might be considered.

5.2. Learning and Skills

Prisoners are interviewed on the Induction Landing by the Information Advice and Guidance Department (IAG). They are assessed and asked what they would like to achieve during their time in prison and given information as to what is available to them. Please see below, courses completed during this reporting period, all Educational Courses leading to an appropriate certificate and all other courses.

1. Assessment of Basic Literacy & Numeracy Skills

On arrival, every prisoner is given the opportunity to be assessed for his level of Literacy and Numeracy. Not all prisoners take up this offer but they do have the opportunity to be assessed or re-assessed six weeks after arrival. The Assessment Team will interview prisoners interested in improving their skills, via a 1 to 1 interview and together decide the appropriate entry level. This process is within the guidelines recommended by the Basic Skills Agency.

2. Training needs Incorporated into a Prisoner's Sentencing Plan

If, after assessment, a prisoner is found to be at Entry Level 2 or below for Basic Skills, this information will be passed to Sentencing Planning. This educational need will then be incorporated into their overall Sentencing Plan. It is at this stage that any other training or educational requirement is assessed. Perhaps a prisoner's crime relates to funding for bad debts. If so, an appropriate module regarding Personal Finance could be included in their plan.

3. Courses Available to meet Prisoners' needs

Cardiff Prison has a full range of Literacy and Numeracy courses, Computer and Financial Courses. There is also access to a full range of Distance Learning Courses. Where an assessed educational need is identified and not met by the Prison, financial assistance may be available from the Prisoners' Educational Trust. Courses are adapted to meet the specific needs of a prisoner e.g. those with no or very little English.

4. Places Available on Courses

Most Courses have a waiting list. Class sizes may vary depending upon needs, teacher availability and skills required.

5. Attendance on Courses

As payment for attending educational or skills training is now on a par with that of workshop pay, attendance on courses has improved.

6. Issues – Regime or Provider Driven

Regime – There are no regime issues at present.

Provider – lack of space, classroom and office, means that even if more staff were available they would have nowhere to work.

7. Contribution that Learning & Skills can/may have on an Offender's future

Prisoners attending the Basic Skills training all felt that having the basic skills of reading and writing will not only help them to find a job on the outside but, will help them within their family life, relating better to both their partners and children.

Prisoners attending a Computer Group Course found this extremely useful and interesting. They felt they were learning a skill necessary in the modern workplace and at home with their families.

Prisoners attending 'English for speakers of other Languages' training, felt that this gave them the added confidence to speak and associate with other prisoners. They also felt that by learning basic English it would enhance their prospects of obtaining work within the community.

8. Educational and Skills Training in Prison compared to that provided outside.

A number of prisoners attending Education had very little schooling and welcomed this second chance to learn. It is only now, as adults, they see and feel the need of an education. Where a prisoner had an education or formal training, it was felt that the Education and Skills training they were currently receiving, compared favourably with that received outside prison. One prisoner was looking forward to using his time in prison to enhance his education by completing an Open University Course.

8. Library facilities are available on a regular basis, with prisoners working with the dedicated Library staff. The range and condition of books is very good and books are suited to the choices of the prisoners. There is ample provision of foreign language material.

**Courses/Achievements completed between
September 2009 – August 2010.**

Literacy

Entry 1	11
Entry 2	26
Entry 3	14
Level 1	144
Level 2	13

Numeracy

Entry 1	12
Entry 2	38
Entry 3	24
Level 1	166
Level 2	10

Money Management

Level 2	35
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ESOL

Entry 1	10
Entry 2	15
Entry 3	10

CLAIT (IT)

Level 1	36
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Word Processing (IT)

Entry 3	
Level 1	27
Level 2	17
Level 3	5

Text Production (IT)

Entry 3	17
Level 1	15
Level 2	3
Level 3	1

Desktop Publishing (IT)

Level 1	2
Level 3	3

Other IT

Intro to Keyboard Skills Entry 1	2
Start IT Entry 3	40
Business Presentation Level 1	5
Mail Merge Level 1	7
CAD Level 1	2

Art

Colour Theory Entry Level	18
3D Design Entry Level	12
Markmaking Entry Level	8
Level 1	3

Citizenship/Family Man/Fathers Inside

Family Relationships Level 1	8
Family Relationships Level 2	4
Group and Team Work Level 2	11
Equality and Diversity Level 1	16
Social & Moral Responsibility Level 2	15
Improving Assertiveness and Decision Making Level 1	1
Improving Assertiveness and Decision Making Level 2	2
Industrial Evolution with Reference to South Wales	6
Citizenship Level 2	4

Food Hygiene

Accredited	325
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Key Skills

Application of Number Level 1	20
Communication Level 1	5
Communication Level 2	27
Communication Level 3	2
ICT Level 1	24
ICT Level 2	5

Learning & Skills Department Courses

Literacy and Numeracy at all levels:

Computers (CLAIT, Word Processing, Multimedia, Computer Aided Design)

Distance Learning (In cell study on many subjects) + College Access on release:

ESOL (English for Speakers of Other Languages):

GCSE English & Maths: A/S English Literature:

Food Hygiene:

Financial Literacy: Money Management

Music: Guitars (Friday AM)

Yoga (Friday AM)

Parenting via OCN

NVQ – Key Skills (1, 2 & 3) in all Workshops

Toe by Toe: Dyslexia Support

Art (B1):

Welsh Speaking – Beginners

Poetry, Story Telling, Storybook Dad

Employability

Work Skills

Literacy and Numeracy can be studied on the wing via the Out reach Courses.

Literacy and Numeracy can be studied on the wing via the Outreach courses.

5.3. Health Care

The Healthcare facility at HMP Cardiff is a modern purpose built unit with excellent facilities. Unfortunately these are not fully utilised at present.

Following the prison population review a Healthcare Review has recently been completed to support service improvement including, maximising the primary care facility, improving the induction process and integrating the nursing teams. The recommendations from this review will be taken forward by the steering group and the head of healthcare has completed an action plan to facilitate this.

It is noted that there has been inappropriate use of inpatient beds for Rule 45 prisoners and wheel chair users.

It has been recognised that nurses need to be clearly identified and the prison has begun a programme to replace uniforms in line with the Welsh Assembly Government colour coded policy.

During the reporting period there has been an unannounced inspection to follow up on the last full inspection undertaken in January 2008 and the report is currently with the Governor.

Healthcare is commissioned by the Local Health Board but all staff are employed by the Prison Service. These include Registered Nurses, hospital officers and healthcare assistants. The head of health services is a Band 8 Registered Nurse who is very experienced in prison nursing. The long term sick absence of a Band 7 nurse has had to be covered in this reporting period. With the demise of the Principal Officer role a DPSM post has been introduced into the unit.

There is 24 hour nursing cover and the GP medical service contract is delivered by Serco Health. There has been a reduction in GP time which has been replaced by a nurse led service. This has led to a two week waiting time to see the GP. Under a Welsh Assembly Government initiative, the GP service will be taken back in house by April 2011 at the latest

The electronic patient IT record system has still not been introduced but will be over the next few months. A full training needs analysis has been completed to facilitate this.

The Mental Health Inreach Team is provided by Cardiff and Vale Mental Health Trust. They are co-located with general health service staff in the Healthcare Unit. The team deal with prisoners who have a severe and enduring mental illness. They also carry out risk assessments and undertake discharge planning for prisoners who are due to be released. They are planning to recruit a part time clinical psychologist, nursing staff and increase counselling hours

The integrated mental health team has not yet been achieved and there is now some doubt that this is the best way forward.

The waiting times for prisoners being transferred to medium and high security units has improved and there have been some very high risk prisoners who have been transferred swiftly.

The substance misuse unit continues to offer a detox programme for prisoners who are withdrawing from a range of substances. This unit is not part of the Healthcare command but operates in tandem to it.

There are six dental sessions weekly allocated to the prison. These are provided by a dentist and a therapist. Unfortunately during the summer period there have been an unacceptable number of cancelled sessions due to staffing problems within the prison. The current waiting time for urgent treatment is eight weeks. This has resulted in an increased number of IMB applications.

An electronic Chronic Disease register contains data on prisoner chronic conditions. The Serco Health GP leads on this and is supported by three practice nurses who have a special interest in chronic conditions such as Diabetes and asthma.

There has been very good liaison with palliative care services and this was highlighted by the Ombudsman following a death in custody.

Outside specialists have visited the prison to support ongoing patient care e.g. Urology and head and neck care.

The Prison Health Partnership Board is well represented and meets bi-monthly with ad hoc meetings when required. Cardiff Community Health Council is now represented on the Board and members have visited the prison and plan to carry out some prisoner engagement groups.

Prisoners have access to the prison complaints system as well as the NHS complaints system and the prison is represented at the LHB Complaints Working Group by the head of Healthcare.

Recent Health Performance Indicators for prisons evidenced good service user involvement, services for older people and substance misuse; Areas identified for improvement were secondary health screening and Hepatitis B vaccination uptake.

A successful prisoner Expert Patient programme was completed during the reporting period and another is planned for October 2010.

Bed watches continue to be a drain on resources and in the last three months of the reporting period there were fourteen undertaken.

5.4 **Safer Custody & Violence Reduction**

There are 2 full time officers, 1 part time civilian worker and 1 part time clerical worker in the Safer Custody Team.

The team is very highly motivated and well respected within the prison.

The ACCT (Assessment Care in Custody and Teamwork) procedures are well used. The Case Management of ACCT's has now been fully delegated to Wing SO's since the 1st of June 2010. Wing Managers now take ownership of the ACCT booklets and are responsible that Oscar 1 is informed when an ACCT is opened and requests for assessment are made within the 24 hour period. Safer Custody will then nominate a Case Manager, who will be responsible for ensuring that then assessment is carried out, and will then complete an 'Action following Assessment' and Care map with the Assessor.

The Safer Custody Team is available to oversee the management of the ACCT booklets and to offer support and guidance.

Each Manager has now received Initial case Management Training. Further training is available from Safer Custody who will be providing more detailed training as part of their monthly training programmes

New ACCT post closure monitoring dates are being used. The first review is mandatory at 7 days and a further review at an agreed date.

A member of the Safer Custody Team is available 7 days of the week.

During the reporting period 227 new ACCTs were opened.

Most ACCTs were initiated in Reception, Induction and the Detoxification Unit. There were 71 incidents of Self Harm, and 11 serious incidents

All staff and IMB members have access to ACCT documents and care maps.

The Safer Custody strategies include locating risk assessed prisoners in double cells and allowing access to Listeners whenever possible. Prisoners who are considered to be at an elevated risk are housed in safe cells. Men at risk are visited frequently by the SO and the civilian member of the Safer Custody Team.

There were 5 deaths in custody during the reporting period. Contact with the family members of both the deceased prisoners was made by the Governor and a member of the Safer Custody Team.

There were 3 Coroners inquests during the reporting period.

Violence Reduction

One officer from the Safer Custody Team deals with Violence Reduction and Bullying.

277 Incidents were investigated during the reporting period. Many prisoners do not admit to being bullied and have impeded the work of the Adjudicating Governor.

The main sources of information for investigation come from the Security Information Reports, Wing Information books and Staff members. A free telephone number is available for prisoners to report bully. There is also a box in Visits for family members to report incidents on behalf of prisoners.

When bullying has been proved the perpetrator is placed on Violence Reduction Procedure 1-3 and his behaviour is recorded daily (on Form 2052B). Prisoners on Anti Bullying procedures are reviewed regularly.

A new course is in the process of being developed by members of the Psychology Dept. which will be attended by prisoners exhibiting bullying behaviour.

A New Anti-Bullying Package will be available for Training Sessions from October 2010 Onwards.

5.5. Segregation Unit

Conditions

The Segregation Unit is always clean and tidy. Prisoners in the Unit are visited every day by a Governor, Health staff, the Chaplain and the IMB when they are in the prison, about three times a week.

Paper work

All paperwork is kept up to date and is available on request. Forms detailing Use of Force, Special Accommodation and Mechanical Restraints are routinely sent to the IMB.

During the reporting period 4 Special Accommodation Forms were used and 92 Use of Force Forms.

Adjudications and Reviews

These are conducted according to legal requirements and the IMB is always informed of new arrivals to the segregation unit.

Dirty Protests and Special Accommodation

The staff deal with dirty protests hygienically and prisoners are offered showers daily. There were 8 dirty protests over a period of 25 days within the last six months of reporting period, these place significant strain on both human and financial resources.

Concerns

Rule 45 and prisoners with mental health issues are an ongoing concern.

Segregation Staff

During the year Management and staff are to be commended on their commitment to fulfilling their duties at all times.

5.6 Drug Strategy

There is a monthly Drug Strategy Meeting covering the following Standing Agenda in addition to standard meeting items such as Apologies for Absence and AOB:

- Report from PASRO
- Report from Programmes

- Report from MDT/Security
- Compact Based Drug Testing
- CARATS
- DETOX

Drug strategy embraces a very multi-faceted and complex area of prison life engaging a wide variety of stakeholders and prison functions. It provides a very effective forum for all aspects of the impacts of drug issues on prison life to be discussed knowledgably.

There is a strong drive by the chair of this group to rationalise reporting and presentation of data to provide clear indicators of performance. This statistical effort is complementary to the need to compile evidence that externally set targets are being met.

There may be a need to review external targets to ensure that they are stimulating appropriate performance areas. In some cases targets appear to be more like performance indicators rather than targets eg there is a target for achieving a certain rate of positive MDTs.

The problems of alcohol addiction remain largely outside the funded capability of the prison's resources.

SECTION 6

Other areas of the Prison Regime

Chaplaincy

The multi-faith staff continue to serve the prisoners with their usual care and concerns. The Restorative Justice scheme is flourishing and the Family Man Course is well-attended and appreciated by those involved. SORI courses are also being run and are well received by all prisoners who attend.

Kitchens

Meals are varied, catering for prisoners of ethnic diversity, allergy, vegetarian and vegan requirements. The food arrives on the wings on time and there is very little waste. Staff worked hard to ensure that the Muslim prisoners were able to celebrate Ramadan correctly. Muslim prisoners working in the kitchen worked extra hours to ensure that meals were able to be served at a later time.

Workshops

The relationships between staff and prisoners are very good, with every effort being made to keep things running smoothly. Some of the practical courses leading to recognised qualifications are particularly beneficial, enabling prisoners to apply for employment, on release.

Lifer Unit

The Unit has a capacity of 98 and due to prison population non-life sentence prisoners have had to be housed on the Lifer Wing. To date there are 20 Cat C prisoners on the Wing which is unsatisfactory.

There have been several problems with prisoners having illicit substances and contraband, however, due to the vigilance of the staff, these were quickly discovered.

In the past Parole Boards were frequently being cancelled which was stressful for some prisoners; however there has now been some improvement.

It has been increasingly difficult for the Lifer Unit staff to get onto the necessary Lifer Staff Training course which is compulsory. This is due to frequent cancellations.

It is the Boards understanding that the Lifer Unit will move from HMP Cardiff to another Welsh Prison as part of a Wales wide re-role of the Prisons.

Resettlement

During the reporting year the Offender Management team at HMP Cardiff has produced a Reducing Re-offending Strategy. This carefully researched, comprehensive and understandable document includes, among other items, all the relevant Resettlement areas. As well as extensive data compilation, the views of prisoners were also taken into account. The team is to be congratulated on the work involved and on the resultant Reducing Re-offending Action Plan (RRAP). Most of the positive work outlined in the RRAP is currently taking place in the Resettlement Unit.

Prisoners who have a scheduled release date of approximately six weeks are offered a six day, 'Preparation for Release' programme. This is to ensure that all resettlement needs of offenders are met with, prior to release and it is run on a multi-agency basis.

Areas covered:

- Drugs - Harm Minimalisation Awareness and support information.
- Housing - to ensure each person has settled accommodation on release.
- Healthcare - to ensure medical information is passed on to the GP.
- Financial Capabilities - (CAB) budgeting, solicitors, proceeds of crime, bailiffs, mortgages, repossessions.
- Heartstart - Basic first aid, CPR techniques.
- Careers Wales - support and guidance with employment or training in the community.
- Finance Officer - Assistance in setting up of bank account
- Preparation for Work - business letters; VC writing, telephones and interview skills, how to find work.
- Self employment Course - run by HM Revenue and Customs

There is a Job Search session during the following week.

The outside agencies involved are Careers Wales, Citizens Advice Bureau and Morgan's Solicitor. They work on a one-to-one basis with the prisoners. Originally funded by NOMs as a pilot scheme, they achieved such good results that funding is being continued for another year.

Numbers of released prisoners going on to full time employment have ranged between 18% and 25% against a target of 21%. Staff would like more consistency but are aware that the figures may mirror the situation in the community. Employers already have substantial waiting lists with not enough vacancies to be filled. Hopefully there will be an improvement when there is an upturn in the national economy.

The Resettlement Unit arranges four Family Days during the year, which the IMB rota member attends. They take place during school holidays and allow enhanced prisoners to spend more time with their partners and children. The atmosphere is child-friendly, with the Play Area open and a magician/story teller in attendance. Feed back from prisoners and their families is very positive. A letter from a prisoner to the Governor praised the staff for organising a successful, relaxed and enjoyable event. More excellent occasions like these would be beneficial for keeping families in touch.

The Unit has a very good relationship with the Immigration Service and has been praised for its co-operation and good communication.

The Key Performance Targets (KPTs) for ETS, CALM and Housing, regularly exceeds their stated requirements.

In recognition of the excellent work being carried out, staff members of the Resettlement Unit enjoyed a well deserved team building session in Margam Park.

The wide spectrum of programmes, courses and areas covered by the Resettlement team, necessitates careful overall management and a willingness on the part of individuals to contribute fully. The Board is confident that this will continue.

SECTION 7

The Work of the Independent Monitoring Board

- 1) The Board meets once per calendar month.
- 2) Training sessions are arranged by the Board Development Officer on a regular basis throughout the year. Drug Strategy, fire prevention, dog handling and serious incidents are examples of these sessions.
- 3) Members attend prison training in areas involving self-protection, Anger Management, ACCT procedures.
- 4) Board Meetings are attended by the No.1 Governor who gives a report on current events in the prison and answers any questions the Board might have.
- 5) Members do a week's rota, covering all areas of the prison and replying to applications.
- 6) Board Members attend meetings of the Lifers Committee, Healthcare, Safer Custody and Violence Reduction.
- 7) Adjudications and Segregation Reviews are attended and monitored regularly.
- 8) In addition to rota visits, members make non-duty visits to the prison, and our presence is accepted as part of the normal routine of the establishment.

SECTION 7

The Work of the Independent Monitoring Board

BOARD STATISTICS	
Recommended Complement of Board members	17
Number of Board members at the start of the reporting period	12
Number of Board members at the end of the reporting period	12
Number of new members joining within the reporting period	1
Number of members leaving within reporting period	1
Total number of Board meetings during reporting period	12
Average number of attendances at Board meetings during reporting period	8
Formal Complaints	75
Dirty Protests	4
Total number of Adjudications held	1691
Number of Adjudications attended	741
Total number of use of force forms received	78
Total number of special accommodation forms received	2

Total number of applications received	552
Total number of segregation reviews held	132
Total number of segregation reviews attended	23

Conclusion

The Independent Monitoring Board finds that overall, HMP Cardiff is a well-run establishment with good relationships between staff and prisoners. We are aware that financial constraints have affected the profiling and work-loads of both uniformed and administrative staff. Since further savings will be demanded of the prison during the next reporting period, we hope that the effects will not be detrimental to the positive work that is currently being carried out. There is only so much extra commitment that can be expected of the staff who keep the prison running smoothly.

The staff are friendly, helpful, polite and patient when we are in the prison, giving us the opportunity to carry out our board duties effectively.

On behalf of the Board members, I would like to thank the Governor, Mr Richard Booty and all the Senior Management Team for their offers of help whenever information is needed and for sharing their knowledge and experience with us – thank you all.