



**HMP GARTH
IMB**

ANNUAL REPORT

REPORTING PERIOD

1st December 2011 - 30th November 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 Home Secretary from members of the community in which the prison or centre is situated.

The Board is specifically charged to;

1. Satisfy itself as to the humane and just treatment of those held in custody within its prison and the range and adequacy of the programmes preparing them for release.
2. Inform promptly the Secretary of State, or any official to whom he has delegated authority as it judges appropriate, any concerns 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 the right of access to every prisoner and every part of the prison and also the prison records.

SECTION 2

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SECTION 3

Description of the Prison

- 3.1 HMP Garth is a Category B Training Prison. It opened in 1988 and holds long-term and life sentenced prisoners, together with IPP prisoners. E Wing, opened in 1997 houses a Therapeutic Community run in conjunction with Phoenix Futures. In 2007 a further two wings were added i.e. F&G, together with three new workshops, an education centre, a new kitchen and additional gym facilities.
- 3.2 The Healthcare Services are provided by the Central Lancashire Primary Care Trust.
- 3.3 Education and Offender Learning and Skills Service (OLASS) are provided by Manchester College.
- 3.4 The Operational Capacity is 846, with a certified normal accommodation (CAN) of 812. Of these, 65% are serving a Life Sentence.

SECTION 4

Executive Summary

4.1 Against the background of continued cost reductions, and the disruption of change programmes, the Board considers that the prison continues to provide a basically safe and secure environment where prisoners are treated with decency and respect and have access to appropriate programmes and skills. The “Fair and Sustainable” Prison Reorganisation Programme arising from the continuing need for cost reduction this year will continue into 2013. This will of course, place considerable strain on staff throughout the prison, taking up an inordinate amount of time and leading to the need for substantial discussion and co-operation by staff at every level. We are aware of the problems arising from staff cuts, job reclassification and absence, resulting for example, in the reduced availability of escort and supervisory staff with the inevitable consequences for the prison population. We are concerned that ongoing reductions in funding will have serious consequences in terms of staff and prisoner safety as well as reducing the effectiveness of the prison in complying with stated objectives. We hope a period of stability will now follow to enable these numerous changes to be successfully implemented.

We recognise the efforts of the Governor & her SMT in the introduction of this scheme & the steps they are taking to make the process as ‘painless as possible’. It cannot be easy making such dramatic changes & the fact that they have retained the support of the staff is to their credit.

4.2 HMICP Report – Whilst the report captured the ‘feel’ of the prison, we are of the opinion that the section of the report concerned with Segregation gives a somewhat false picture of what actually happens & the efforts made by the SMT & her staff. It can house 28 men & consistently runs at approximately 80% of capacity. We are especially concerned at the following judgements:- (a) ‘Increased opportunities for association and purposeful activity should be introduced in the segregation unit’ – All prisoners are risk assessed & it is not deemed safe to allow them to associate freely & there are not enough staff to supervise such association; (b) ‘Pre-entry procedures should be reviewed to ensure a proportionate and appropriate response to prisoners.’ The only men on pre-entry are those who have been assessed as being suitable for normal location & who refuse to do so. From the reviews we attend we consistently hear from these men that they just want a transfer & feel if they stay in the unit they will get one faster – they are trying to manipulate the system!

4.3 Particular issues requiring a response:-

4.3.1 Personal Officers - The Board wishes to make known its support of the Personal Officer Scheme. It is recognised that the various Offending Behaviour Programmes that are available, along with Education and the Prison Workshops, a wide range of interventions and rehabilitation initiatives are in place. However it is also felt that good quality one to one interventions have a vital role. The Personal Officer Scheme is very much in the forefront of this and it is therefore of concern that, from the perceptions of so many prisoners, this is an area which can, and ought to be strengthened and improved.

4.3.2 Offender Management Unit -The Board recognises that major changes are taking place in the OMU, particularly in relation to the functions & responsibilities of Offender Supervisors. We will continue to monitor these changes as they take place over the coming year & report on the impact in our next annual report.

4.3.3 Healthcare – The Board is of the opinion that the PCT is not fully aware of the complexity in providing both a satisfactory & proactive service. This has resulted in prisoners feeling frustrated at both the quality & length of time taken to attend to their needs. This of course creates confrontational situations which, if the organisation was as it should be, need never arise. The Governor & her SMT share our concern & we hope that the situation is rectified with the appointment of a new Healthcare manager in the near future.

4.3.4 Security - We are very concerned that NOMS has decided that dog teams are no longer considered to be high priority. Mobile phones, drugs & hooch cause untold damage to both the prisoner & the public at large. A more regular use of dog search teams would enable the number of phones & the large quantities of drugs & hooch to be significantly reduced.

SECTION 5

Statutory Reporting Areas

Section 5.1 – Equality and Inclusion

The 'Equality and Inclusion' committee is known as the Diversity and Equality Action Team (DEAT), meets monthly and comprises:

- a) At least three members of the SMT, one of whom has the management for this area,
- b) The Co-ordinating Chaplain, the Imam and other faith representatives,
- c) Prisoner representatives from each of the wings,
- d) Clerical and professional staff,
- e) IMB member.

- Restructuring and Governor transfer has resulted in the third manager taking post earlier this year – it is pleasing to report that this change in leadership has been accomplished in an extremely professional manner. The prisoners are certainly impressed with the positive leadership being given.
- Our Board would like to emphasise that despite the findings of the HMCIP report of April 2012, we are completely satisfied that the governor, her SMT and all of the staff are actively engaged in promoting all aspects of diversity within the prison.
- As reported last year, there are already a large number of initiatives and on-going activities being undertaken and we recognise both the value of these activities and the professionalism of all the staff involved.
- We would like to re-state that all aspects of both 'Diversity and Race Equality' have a very high place within the priorities of the governor and her SMT. This pro-active approach has resulted in life, for both prisoners and staff, being far more positive and rewarding.
- Our Board has analysed the findings of the 'HMCIP' report of April 2012 and has established how the establishment has addressed the following areas:-
Section 3.22 'The number of prisoners with disabilities and older prisoners should be monitored and regular analyses conducted to ensure their needs are addressed'.

Action agreed – a) Monitoring and analysis of the prisoners with disabilities and older prisoners will be carried out in the monthly DEAT meetings;
b) Older prisoner and disabled prisoner forums will be held bi-monthly;
c) A disability annual review programme will be put in place.

Section 3.23 'Monitoring should be introduced to ensure that prisoners from minority groups are not victimised or excluded from any activity'

Action Agreed – Local Systematic Monitoring and Analysing of Race Equality Treatment (SMART) monitoring will be introduced for the Library and any other area that is affected by issues raised in the Diversity Incident Reporting Form (DIRF) system or DEAT meeting.

Section 3.24 'Ethnic Monitoring should be extended to take into account areas of concern to prisoners, such as access to offending behaviour courses and progression and also to ensure that prisoners from minority groups are not victimised or excluded from any activity'.

Action Agreed – a) Consultation with BME prisoners will take place;
b) Local SMART monitoring will be introduced as at Section 3.23

Section 3.25 'Levels of spoken and written English of individual foreign national prisoners should be clearly recorded in the original database to enable interpreting and translation services to be used when necessary'.

Action Agreed – The database will be re-introduced and made accessible to all staff on the Intranet.

Section 3.26 'Information on issues of interest to foreign national prisoners, such as telephone credit, legal advice and interpreting services, should be available on notice boards in residential areas and included in the foreign nationals' policy'.

Action Agreed – a) The notice boards and foreign nationals policy will be reviewed to bring the information up to date;

b) The Foreign Nationals Focus Group has been asked to collate the most common languages required and these will be displayed on the notice boards;

c) On reception, prisoners interviewed will be assessed and those who will require interpretation services are to be referred to the Head of Equalities where their needs will be addressed. However, until the need has been identified it will not be possible to list the languages that will be displayed on notice boards.

- All of these areas will have been actioned by the end of February 2013 and we will report on the outcome in our next report.

The following initiatives are in place and on-going:-

- A new prisoner representative has brought a new enthusiasm to the group and he has harnessed this enthusiasm in producing a magazine for prisoners covering all aspects of inclusion. The group is currently in discussion with the SMT as to how often this magazine can be produced.
- Equality training for prisoner representatives is on-going, with new representatives receiving training when they join DEAT. Once completed they receive a polo shirt – designed by themselves – to identify them as 'Equality' representatives.
- These prisoners are also able to access designated additional areas in the prison to address equality issues.
- The representatives meet once a month prior to the DEAT meeting to identify issues concerning prisoners.
- It is pleasing to be able to report that all prisoners experience equality of opportunity in all aspects of prison life, are treated equally and are safe.
- Racial diversity is embraced, valued, promoted and respected.
- 'Diversity' in all its forms is evident throughout the establishment
- 'All prisoners should have equality of access to all prison facilities.' This is now the case and the small number of prisoners with mobility issues have 'carers' – these are other prisoners on the same wing(s) who have been risk assessed and deemed suitable to take on the role.
- The prison is aware of the specific needs of all minority groups.
- Distinct policies have been implemented which aim to represent their views, meet their needs and offer peer support.
- Committees and groups have also been introduced to meet the needs of the following minority groups:- (i) LGBT; (ii) Elderly prisoners; (iii) Travellers; (iv) Disabled prisoners
- The manager of the kitchens also ensures that not only are all the diverse racial food requirements provided and also works closely with the group in designing menus for specific feast/remembrance days. These menus are

- The Chaplaincy team is fully involved and committed in ensuring the spiritual well-being of all prisoners is met.
- HMP Garth's Equal Opportunities and Diversity Policy has now been updated and reflects current legislation and the Equality Act 2010.
- Both management and staff wholeheartedly support the principle of diversity and equal opportunities and everyone's differences are recognised, respected and valued.
- Every possible step is taken to ensure individuals are treated fairly and with respect. All forms of unfair or unlawful discrimination, victimisation or prejudice on the grounds of colour, race, nationality, ethnicity, gender, marital status, sexual orientation, disability or any other **irrelevant** reason are rigorously addressed and challenged. There is a system in place which enables both prisoners and staff to report any discriminatory language or actions. Any such action triggers the completion of a DIRF. These reports are audited by both the DEAT manager and Safer Garth manager.
- There is a commitment to providing an environment which allows people of all backgrounds to work together to achieve their potential.

Section 5.2 – Education, Learning and Skills

As a result of last year's Government reports 'Breaking the Cycle' and 'Making Prisons Work' (see DC 26/11), the Department for Business Innovations and Skills (BIS) has made significant changes. Ministers have said the intention is to focus more on employability skills. Complaints made about the then current OLASS3 contract by, amongst others, the IMB, show that establishment Governors had insufficient control over offender learning, that teaching was perceived to be old fashioned and that courses were not being completed. There was concern that there was too much assessments of inputs and not enough about the outputs. IMBs are in an ideal position to monitor exactly what happens.

Strategic Update

- Current Governmental policy continues to consider ways in which Offender Learning is structured.
- Under this new policy prisons will be put into groupings called 'clusters'. HMP Garth will be in the Lancashire, Merseyside and Cumbria cluster managed by Lead Governors and Lead Heads of Learning Skills. The key focus is to reduce re-offending by ensuring offenders are able to gain employment upon completion of their sentence. With this aim in mind, the majority of funding in future will move towards the 'end of sentence' period and therefore to Category 'C' establishments and the Probation Service. As a Category 'B' Training Prison it is as yet unclear where HMP Garth stands.
- Nonetheless, various strategies have been flagged up including the establishment of 'Intensive' type courses currently favoured by the Armed Services which include basic literacy and numeracy modules. HMP Garth has been identified as a pilot centre of this innovative course.
- From August 1st 2012 the most recent Offender Learning and Skills Service (OLASS4) contracts commenced. At the time of writing, changes to the curriculum are as yet undefined. The Manchester College is to remain as funding provider. The major difference from OLASS3 funding (which was based on the number of learning hours provided), is that funding will now be dependent upon learners achieving specific qualifications. 80% of the funding is to be paid on enrolment and 20% on completion. This may have an impact on staffing levels. Furthermore, the budget for 2012/13 of £847k is 75% of that for 2011/12 with funding for personal and social development standing at £123k. Concerns over staffing prevail.

Performance

HMP Garth continues to provide good quality learning and skills opportunities. Workshops offer facilities for the development of technical and employability skills with accredited work related qualifications. Prisoners receive good quality information, advice and guidance. Attendance at some classes can be adversely affected by the regime's education attendance pattern.

- The structure of the Education Department rests on a framework of Employability, Personal and Social Development and Literacy, Language and Numeracy.
- Information, advice and guidance, (IAG) is provided by the 'National Careers Service' who interview prisoners on induction. Educational and work targets are incorporated into sentence plans at this stage.
- Following the re-structure of OLASS3 (2010/2011), eight full-time posts were made redundant and replaced with sessional posts to maximise flexibility and increase cover availability. Whilst this initially impacted upon the Department's ability to meet the same targets as in the previous year, with fewer staff, a recruitment drive and the efforts of all staff meant that targets were achieved.
- In this academic year, the results are currently as follows:
 - Enrolments - 1616 (lower than last year)
 - Achievements – 81% (same as last year)
 - Retention Rate – 96% (higher than last year)

Curriculum

- A personal and social development course has been created so that prisoners are able to confront and change their attitudes and behaviours.
- With Governmental policies focussing strongly on employability upon release, distance learning plays a continuing and important part of the curriculum with HMP Garth having the largest number of distance learners in the North West (and possibly the UK). However, a 'sift' process is undertaken to assess whether or not applications meet the criteria and in the light of changes in HE funding (funding only obtainable when within 6 years of release), prison learners will be expected to increasingly contribute to the funding of their distance learning courses. Costs of £2,000 plus VAT are anticipated. Such funding often depends on the post-code of the applicant creating problems for prisoners when they use the prison's post-code.
- Phase 3 of a training package to promote employability including units on Business Studies and Accounts to Level 1 is now running. Within the Peer Mentoring Scheme a course for Mentors and Orderlies, with qualifications, is now running.

Virtual Learning

- The Virtual Learning Campus (VLC) at HMP Garth is working well despite staffing problems. This facility is still in its infancy but a newly appointed VLC facilitator is ensuring that this national network of ICT will provide a number of actions hitherto unavailable to prison learners. They will be able to use a limited and controlled internet facility and eventually be able to apply for jobs when nearing the end of their sentence.

Resources and Workshops

- Resources, classroom accommodation, literacy, numeracy and vocational provision is good. Courses are available from pre-entry level to level 4. Relevant social and life skills training are delivered.
- This section can be cross-referenced with 'Section 5.4 – Purposeful Activity'.

Section 5.3 – Healthcare and Mental Health Care

Healthcare is delivered by the Lancashire Care Foundation Trust on the basis of an annual contract. Provision is comprehensive, covering primary care, mental health care and dentistry services. In addition, optician and podiatry services are available on a bi-weekly and a weekly basis.

- There has been a recent change in the overall management of Primary Healthcare and Mental Health Care, this post being taken over by the Mental Healthcare Manager, although no provision has been made to cover this role. In addition, there are two relatively long-standing vacancies which have been impacted upon.
- Five agency doctors provide primary health care treatment on a rotating basis. The Trust has interviewed for a permanent post, but was unable to identify a suitable candidate. The Board notes this situation with concern.
- There is a permanent dentist shared between HMP Garth, Wymott and Preston. Because of lengthy waiting lists in the other two prisons the dentist provides a service for HMP Garth one day per week. An additional day is provided by a part-time dentist. A dental technician and a therapist also deliver services for one day and a half day respectively.
- A substantial number of prisoners suffer from mental health problems. The weekly case load for the Mental Health team is normally around hundred.
- The removal of the secure bed facility to HMP Preston has provided an opportunity to restructure the Health Care accommodation to improve delivery by providing additional delivery rooms, including one-to-one facilities.
- The waiting time for non-urgent GP appointments as of September is four weeks, although waiting times for the Nurse Practitioner who is qualified to dispense medicines is three weeks. Waiting times for mental health appointments are four weeks. There is considerable pressure on the dental facility. Despite a triage system and substantial courses of treatment, waiting times for non-urgent dentistry are currently five months. There is also a six months waiting time for optician's appointments. At present, information on waiting times is not part of the prisoner's induction programme. It is only available in poster form on one wing. The Board regards this position as a matter of concern.
- A significant factor affecting waiting times is the number of missed appointments. The average number of appointments for which prisoners did not attend (DNA) for primary health care is between 130 and 140 whilst the recent figure for dentistry is some 13% of deliverable minutes.
- Complaints can be pursued through three channels, the 'Lancashire Care Trust Process', the prisoner internal complaints process (COMP1) and applications to the IMB. The use of these different channels appears random. The management of Healthcare has recognised that their processes are not properly understood by prisoners or officers and are currently working to both simplify and clarify the processes. Levels of complaints are high, although no global figure is available as the three processes operate independently. The Board has noted with concern the continued and significant increase in IMB applications regarding Healthcare matters. The volume of complaints specifically to Healthcare is such as to raise concerns regarding the amount of time the Healthcare staff devotes to them.
- Healthcare has recognised that many of the complaints they receive arise as a result of prisoners' lack of understanding of processes and new developments. A number

- Our concern about the Healthcare provision is highlighted in the 'Executive Summary'.

Section 5.4 – Purposeful Activity (includes work)

As a Category B Training Prison, HMP Garth ensures all prisoner employment complies with the guidance of 'PSI 06/2012' which was produced from – '*Breaking the Cycle: Effective Punishment, Rehabilitation and Sentencing of Offenders* (December 2010)' which set out the Government's objective to reduce re-offending through effective rehabilitation.

The PSI provides :- (a) Partnership working and decision making at a local level, between prisons, probation services, learning providers, employers and other key stakeholders is fundamental to achieving positive learning and employment outcomes for prisoners; & (b) An operational framework within which staff can guide and support prisoners in accessing employment, training and skills both in custody and through the gate.

Implementation at HMP Garth

- As qualifications are offered, this section 'dovetails' with 'Section 5.2 – Education Learning & Skills'
- The Woodworking workshop produces furniture for a children's charity, 'Rainbow House' using donated wood and fencing for 'Funky Fencing' which started in 2012. The prisoners are demonstrably proud of their contribution to the community.
- The Community Workshop refurbishes wheelchairs for a number of charities both in Britain & abroad.
- Internal work is generated through 'One-Three-One Solutions' which is a national programme and external sales are to staff and local contracts.
- There are currently 14 employment opportunities under the direction of the 'Offender Learning & Skills Service.' These are:- (a) Plastics & plastic packaging; (b) Contract Electrical Service; (c) Needletrades; (d) Braille – Transposing a variety of educational books into Braille for use by students of all ages; (e) Community Workshop – refurbishing wheelchairs for various charities; (f) Learning Pod - Sources and provides training programmes relative to industry operations – qualifies the instructors in the provision of the training and auditing of the system. – Provides staff training – Concern that under 'Fair and Sustainable' the post is not listed – new procedures will be needed to ensure training programmes are in place and qualifications are achievable; (g) Signage; (h) Industrial Cleaning; (i) PICTA - computer literacy; (j) Speedy Hire refurbishment; (k) PACCAR – Leyland motors parts; (l) CONTACTUM – electrical component assembly; (m) Woodwork – learning skills & manufacturing; & (n) Gardens:
- The Governor & her SMT have set an employment target of 25 hours per week for each prisoner. At the time of producing this report the average employment hours stands at 24 hours per week. There is an ongoing plan to increase this to achieve the target.
- Prisoners are able to obtain the following qualifications in these areas of employment which will hopefully be beneficial to them when they are eventually released & are actively seeking employment:- (1) NVQ diplomas Level 1 & Level 2 in (a) Polymer Operations; (b) Performing Manufacturing Operations; (c) Practical Horticultural

Section 5.5 – Resettlement

As HMP Garth is a 'Category B' training establishment catering for prisoners serving long sentences, therefore very few are actively working towards resettlement in the immediate future. However, there are numerous programmes offered which are individually tailored to meet the prisoners' needs, which both enable them to address their offending behaviour & increase their ability to be successfully resettled in due course.

The 'Offender Manager Unit (OMU)' has overall responsibility for 'Resettlement'. The unit consists of Offender Supervisors, Offender Managers & Psychologists. & it is they who both produce & deliver the programmes which enable prisoners to achieve a positive change in their offending behaviour.

This continues to be a time of considerable change for the OMU not least because of the effects of the Fair and Sustainable policy. Progress has been dependent upon the 'Specification, Benchmarking and Costings' formula which has now been received. This suggests that staffing levels should remain at about the present levels although it may produce a bias in favour of administration posts.

- Under the new regime Offender Supervisors will be Band 4 Prison Officers, effectively Senior Prison Officers. This will inevitably require a radical change in recruitment and may cause an almost total change of those staff.
- Currently, all High risk Prisoners have been managed by their Offender Managers (outside Probation Officers). Under the new regime they will be managed by their Offender Supervisors with the Offender Manager becoming responsible at the six month prior to release point, or at parole eligibility where appropriate. Also, during custody, the OASys reviews will become the sole responsibility of the prison. This will give increased responsibility to Offender Supervisors although it is anticipated that some prisoners, e.g. Long tariff IPPs', may have OASYS assessments or reviews only every two years.
- It is intended that Offender Supervisors will organise multi-disciplinary meetings when a prisoner is received into the Prison. There will be ongoing multi-disciplinary liaison through his time in the prison and a further such meeting before his discharge. This should greatly improve sentence planning and management for the prisoner and maximise the use of staff time.
- Henceforth it is intended that there will be greater emphasis placed on constructive working with recalled prisoners in order to assess their needs and help them to work effectively towards re-release.
- Prisoners will now have to be 'tiered' according to assessed Risk Levels, these will be:- 'Low', 'Medium', 'High' and Very High. Whilst this in itself is not new the process will be more formalised.
- As a consequence of the Legal Aid, Sentencing and Punishment of Offenders Act (LAPSO Act), a new form of Extended Sentence will be introduced to replace the IPP sentence. Meetings will take place about the end of November 2012 regarding this and final details will be issued in due course.
- The Senior Probation Officer has now left the Prison and an Acting SPO is in place.

The above gives some indication of the range and extent of the changes that continue to be made in the work and operation of the OMU. Major changes will need to be made both in the staffing and operation of the Unit over the next few months. These will be very challenging but have the potential to bring about some valuable changes. The OMU manager is addressing these changes very positively and she is confident that they can be made effectively despite the resource restraints that are being enforced. The Board recognises that these changes can have a positive effect for the Prison and, most importantly, for the prisoners. However, it is hoped that when they have been made they will be followed by a period of stability in order that they may be fully implemented from a qualitative perspective and to allow and encourage staff to fully take ownership of them.

Resettlement Programmes & Support

(a) Induction – Whilst this is not a recognised ‘Resettlement’ course, we are of the opinion that induction is the start of the ‘Resettlement’ journey at HMP Garth. Under the guidance of the SMT, the induction staff have addressed all of the issues raised at the last inspection.

(b) Therapeutic Community (TC) - Phoenix Futures Therapeutic Community has responsibility for the TC at HMP Garth. The programme addresses the Government’s agenda in the Green Paper ‘Breaking the Cycle’. Relationships between prisoners & staff are extremely positive.

(b) The ‘Bridges’ Unit - The Governor and her SMT addressed the issues outlined in ‘Breaking the Cycle’ by modifying the VDT section of ‘E’ wing into a more pro-active unit. This unit, ‘The Bridges’, was opened in May 2012 and is a recovery unit whose aim is to assist those with substance addiction into helping them reduce that addiction and gain independence in order to reduce offending and lead to the re-building of their lives. The unit works collaboratively with the TC.

(c) Restorative Justice - HMP Garth is believed to be one of only five prisons in England and Wales that currently runs a "Supporting Offenders Through Restoration Inside (S.O.R.I.) Course. This course is part of the current move towards positively addressing the need for "Restorative Justice", one definition of which is "A process whereby parties with a stake in a specific offence collectively resolve how to deal with the aftermath of the offence and its implications for the future".

(d) Self-Change Programme – SCP - This is a high intensity cognitive-behavioural intervention that aims to reduce violence in high-risk adult male offenders, whose repetitive use of violence is part of a general pattern of antisocial behaviour and criminality. SCP combines the identification, reduction and management of risk with an emphasis on developing new fulfilling ways of living pro-socially. Highly responsive, it allows for individualised treatment within a structured and evidence based approach whilst maintaining a commitment to treatment integrity.

(e) Substance Misuse Service – ‘Lifeline’ provides the programme aimed at substance misuse. Through a personalised package, prisoners are offered the opportunity to achieve a substance and crime-free life. In accordance with the service specification for the ‘Substance Misuse Service’, core elements of service delivery are:- (a) Assessment; (b) Health promotion; (c) Recovery planning; (d) Psychosocial interventions; (e) Alcohol interventions; (f) Medically-assisted recovery; (g) Drug testing to support recovery; & (h) Linking recovery to the community: There are three treatment phases:- (a) Engagement; (b) Building recovery – preparation & change; & (c) Maintaining recovery – change & completion:

(f) Controlling Anger and Learning to Manage it (CALM) - This is an ‘Anger and Emotion Management Programme’ from the ‘Interventions and Substance Misuse Group’ and offers a

growing range of cognitive behavioural programmes designed to meet the needs of male offenders in managing emotions associated with the expression of aggressive and antisocial behaviour. The main premise regarding anger, is that it is a natural emotion but it becomes problematic when it is:- (a) Experienced too frequently; (b) Experienced for too long; (c) Experienced too intensely; (d) Expressed outwardly in negative, harmful and uncontrolled ways; & (e) Results in general poor coping, anxiety, low self esteem and substance abuse:

(g) High Intensity Healthy Relationships Programme (HRP) -

The High Intensity Healthy Relationship Programme (HRP) is designed for high risk offenders who have been violent in their intimate relationships & have either murdered or attempted to murder their partner. The targets are to increase the offender's awareness & ability of:- (a) The consequences of his abusive behaviour; (b) To respond non-abusively; (c) To change abusive beliefs; (d) To empathise with his victim(s); & (e) To identify high risk situations and to effectively manage these in the future. These targets are achieved by the following components:- (a) Motivational Enhancement; (b) Awareness; (c) Cultural Issues; (d) Autobiography; (e) Thinking skills, managing emotions & social skills; (f) Parenting; (g) Life on the Outside; & (h) Healthy relationships:

Section 5.6 – Safer Custody

HMP Garth retains the commitment to the safety and mutual respect of prisoners and staff referred to in previous reports, and is broadly successful in translating that commitment into effect. A survey of prisoners, conducted over the course of this year showed that the great majority feel safe in the prison and that few had experienced actual violence.

- There was one self-inflicted death in custody this year. The Chair of the IMB was immediately notified and attended the prison. He reports that all concerned behaved with dignity and compassion. Liaison with the police was effective and appropriate contact was made with the family of the deceased. Arrangements were made to de-brief staff and provide counselling for staff and prisoners affected by the event. A Memorial Service, attended by the Vice-Chair was held in the prison during the week after the death. The death was entirely unexpected. The prisoner was not on an ACCT, having given no sign of depression. Nevertheless, the prison took the decision to review all ACCTs' following the death.
- The ACCT and CAB procedures for monitoring the behaviour and progress of prisoners who may constitute a danger either to themselves or others are most meticulously maintained by the responsible officer, supported by senior staff. There are regular instances of minor failures to complete the detail of documentation but in general the reporting and recording of monitoring procedures seems to be improving.
- However, there are some strains, owing to the many pressures staff currently experience. Attendance at monthly 'Safer Garth' meetings is sometimes poor, and meetings are occasionally re-scheduled. The Lead Officer carries what is probably, in a complex prison, too large a workload. There are, moreover, increasing concerns about delays and inefficiencies in the provision of health care giving rise to abuse of staff.
- The prison collects an increasing amount of data on its performance in maintaining and enhancing safety, but is at an early stage in interpreting and acting upon that data. The most recent Annual Report, discussed at an 'away day', showed a rise in most categories of violent and potentially harmful incidents. This was attributed to improved reporting; that may well be true, but it is a dangerous assumption to make. Senior officers were rightly

Section 5.7 – Segregation

Apart from the poor condition of some of the fabric in the Unit, especially the showers, the Board is satisfied with the conditions, staffing and security in the Unit. In fact, we would like to put on record the professional manner in which the staff manage this most difficult Unit.

- We are able to inspect all paperwork and are satisfied that PSO 1700 is complied with.
- When a prisoner is re-located to the Segregation Unit the Board is informed within 24 hours. An agreed protocol is in place to enable this to happen if a prisoner is re-located either at the weekend on Bank holiday.
- Segregation reviews are timetabled to take place on Mondays, Wednesdays and Fridays. A member of the Board always attends these reviews as does a representative from Healthcare and the OCA officer. We are advised of the prisoners' names and numbers in advance. Members of the Board have attended 579 Segregation Reviews during the past twelve months & we are encouraged to play a positive role.
- Prisoners are given plenty of opportunities to make representation to a member of the Board – either on the Governor's rounds, at the Servery, in the exercise yard or when we complete Page 16s. There is a private, secure interview room for this purpose.
- We are kept fully informed of the use of special accommodation and on occasions when a prisoner is re-located under restraint, we observe the manner in which the prisoner is moved. After he has been examined by a member of the Healthcare team, we are identified by the Governor on duty and are able to ascertain the prisoner's well-being.
- As a Board, we have decided not to interview prisoners on a 'dirty protest'. However, the prisoner is always informed that when they come off the protest and are clean, they can make representations to us if they so wish.
- Long stayers – Historically, prisoners have considered the Segregation Unit a means of obtaining a quick transfer. However, the Governor and her SMT have determined this will not be the case. This has resulted in a larger number than would be desired staying in the Unit for an extended period; all these cases are submitted to the Governor for her recommendations and then to the 'Deputy Director of Custody' for authority, or otherwise, to keep them in the Unit. This has resulted in a really positive development in that a 'Progressive Moves for Complex Prisoners' working group has been established for Segregation Governors and Transfer Officers from a number of Category 'B' and 'C' prisons from Durham to Lincoln. Details of 'hard to manage' prisoners are exchanged at these meetings to enable these prisoners to be moved to another establishment for a 'fresh start'. A member of the Board observed one of these meetings and reported on the positive manner in which it was carried out.
- Prisoners with mental health issues are carefully managed by both the prison and Healthcare staff.
- The Board has an observer at all Segregation, Monitoring and Review Group (SMARG) meetings. These meetings look at all issues within the Unit and how these issues are being addressed. The member attending is always asked for his/her views and invited to make both comments and suggestions.

- There is currently a small working party drawing up a new protocol for our involvement and responsibilities in the Segregation Unit. When completed, the draft protocol will be presented to the full Board for discussion, enabling any agreed alterations to be included. After which, this will be adopted as our Board's accepted procedure.
- Our Board has analysed the findings of 'HMCIP' report of April 2012 and we feel that due to the nature of their offences, the prisoners located in the unit pose a serious threat to the security of the unit. We are therefore of the view that HMCIP has an unrealistic view of what is actually possible in **Section 3.12** and **Section 3.15**
- The prison has addressed all of the following concerns in the most appropriate way for HMP Garth whilst still maintaining the security of the establishment.
- **Section 3.11** – 'Strip searching and strip clothing for prisoners in special accommodation should be used only if indicated by an individual risk assessment'.
Action put in place – a) Staff have been informed that in all cases of full searching and issuing clothing an individual risk assessment must be carried out and recorded on the 'Authority for Location Special Accommodation' form;
b) The Security Governor is amending the Local Searching Policy to reflect the requirements of an individual risk assessment for the level of searching of a prisoner when being located into the Segregation Unit and Special Accommodation.
Section 3.12 – 'Increased opportunities for association and purposeful activity should be introduced in the Segregation Unit'.
Action put in place – a) It is not possible to provide association for those prisoners held on Rule 45 (i) own protection – due to the risk involved to the prisoners and the availability to supervise; (ii) for good order or discipline; (iii) own interest – when a prisoner feels in danger of assault from other prisoners and is requesting protection;
b) The Head of Reducing Re-offending will explore what purposeful work activities can be offered and implemented safely;
c) The Unit currently has a room converted to house gymnasium equipment which the prisoners are encouraged to use;
d) The Chaplaincy team visit the unit daily and provide one-to-one worship. This is now being extended to provide corporate worship in the Unit which prisoners will be risk assessed before attending. The lead Chaplain has indicated that he does not feel it appropriate for segregated prisoners to attend corporate worship in the Chapel
e) It is planned to facilitate further access to one-to-one education:
Section 3.13 'More meaningful and individual behavioural targets should be agreed with longer-term segregation unit residents'
Action put in place (completed and on-going) – a) All of our Board members now take part in setting more meaningful objectives at each Segregation Review;
b) All objectives will be 'tailored' to the individual prisoner and will not be generic.
Section 3.14 'Records of the average length of stay in segregation should be kept and monitored and analysed for trends by managers'.
Action put in place – a) An Excel system has now been devised to record all length of stays in the Unit;
b) These figures will be reported and discussed at the quarterly SMARG meeting;
c) Trends of reason for segregation will also be analysed by the SMARG and SMT.
Section 3.15 'Pre-entry procedures should be reviewed to ensure a proportionate and appropriate response to prisoners'.
Before explaining the actions put in place it is necessary to refer to both PSO1700 and PSI 26/2009. (i) PSO 1700 – Under the heading Policy to adopt for prisoners who refuse to leave the Segregation Unit, Section 2 states – 'However, further measures such as loss of privileges, downgrading of level under Incentives and Earned Privileges or a reduction in the use of telephones may achieve the desired effect'.

(ii) PSI 26/2009 page 6 under the heading Policy on prisoners refusing to leave the Segregation Unit states – ‘Additional actions that may be taken when dealing with prisoners who refuse to leave the Segregation Unit (Loss of privileges, reduction in IEP and use of phones)’.

Action put in place (completed by 30/11/12) – a) The Governor, Deputy governor, Segregation Senior Officers and IMB member will review the pre-entry policy to ensure the requirements do not fall below that allowed on the basic regime;
b) Report findings and recommendations will be submitted to the Governor for consideration;
c) Radios will be made more readily available and there will be more flexibility with access to both the pin phones and the library.

Section 5.8 – Residential Services (includes Accommodation, Catering and Kitchens and Chaplaincy)

Chaplaincy

The chapel continues to be at the heart of the prison, administering pastoral care to prisoners and staff.

- The new co-ordinating Chaplain has made major changes and instilled a more professional approach.
- The wings are visited every day and all prisoners under ACCT and who have a pastoral form in place are seen daily.
- Chaplains are involved in all the various prison groups and committees and will visit members who do not attend.
- The Chaplaincy is responsible for the ‘Restorative Justice’ programme.
- Festivals are all celebrated in the Chapel and feasts are celebrated on the wings. All prisoners are offered the option, on the menu, of having the feast meal and the reason for the feast is explained.
- Uncertainty of future staff levels continue and a new team structure will be in place by April 2013.

Catering and Kitchens

- The kitchen staff won the ‘Team of the Year’ award at HMP Garth. This award recognises the skill and high standards which exist in the prison Catering department.
- The catering team consists of 10 members (should 11), who are all qualified chefs.
- There is a prisoner contingent of 45 members all trained to a high standard of food preparation and hygiene.
- In conjunction with the Education Department, training to NVQ1, 2 and 3 is offered and a weekly staff restaurant is run which is held in high regard.
- The prison Works Department works closely with the Catering Manager to ensure equipment is well maintained.
- The Catering Manager escorts repair staff while they are in the kitchen area.
- There are some problems over the speed of repairs due to the use of TSS (information on outside suppliers and contractors).
- Cost control remains an on-going problem and yet several minor adjustments in working practice have resulted in significant savings.
- The serveries continue to offer high standards in hygiene and good food presentation.

SECTION 6

Other Areas of the Prison Regime (by Exception or Concern only)

Section 6.1 – Reception and Induction – We have included ‘Induction’ in the ‘Resettlement’ section.

Section 6.2 – Programmes – We have included ‘Programmes’ in the ‘Resettlement’ section.

Section 6.3 – Time out of Cell (Association, Gym, Library, Meals, Exercise, Labour, Education etc – We have no reports on these areas either by exception or concern.

Section 6.4 – Works Department - The Works Department exists to look after the fabric of the buildings and essential services & is staffed by civilians. Supervised prisoners work alongside staff in one or two small areas. Ideally the aim of the Works’ manager is to follow the on-going prioritised action plan. However, due to the nature of the prisoners within the establishment, a large percentage of the budget is of necessity, directed towards reactive situations, in the sense of responding to repairing damage which could compromise the ‘Health and Safety’ of both prisoners and staff if left. The programme of maintenance has been severely affected in terms of labour availability, finance and by the substantially increased burden of the rectification of damage in the Segregation Unit. There is, understandably, apprehension among Works Department staff with regard to the outcome of the ‘Fair and Sustainable’ programme.

SECTION 7

The work of the Independent Monitoring Board

Code	Subject	2010/2011 (01/12/10– 30/11/11)	as a % of total no. of apps	2011/2012 (01/12/11 – 30/11/12)	as a % of total no. of apps
A	Accommodation	7	2.7	9	1.8
B	Adjudications	11	4.2	18	3.7
C	Diversity related	1	0.4	12	2.5
D	Education /employment /training	17	6.5	32	6.6
E	Family/visits	11	4.2	20	4.0
F	Food/kitchen related	6	2.3	10	2.0
G	Health related	31	11.9	74	15.2
H	Property	58	22.2	95	19.5
I	Sentence related	21	8.0	47	9.7
J	Staff/prisoner/detainee related	34	13.0	72	14.8
K	Transfers	35	13.4	51	10.5
L	Miscellaneous	29	11.2	47	9.7
	Total number of applications	261		487	

7.1 During the reporting period 4 new members were recruited to the Board.

7.2 Regrettably, 3 of these new members resigned, 1 retirement. 1 left for health reasons, 1 for alternative voluntary work and 1 found the IMB work unsuitable (7 leavers in total). As a result of these leavers, the Board is currently under strength and a recruitment campaign is required. It is proving difficult to recruit new members and the new Tenure arrangements will aggravate the situation.

7.3 Andrew Robertson was appointed Board Information Officer.

7.4 All Board members are now using CJSM and Board Meeting Minutes are now distributed on this system.

7.5 Healthcare is an area of 'special attention' for monitoring this year.

7.6 Board members designated 'Areas of Special Responsibility' have been re-allocated to take account of the leavers and of the new Monitoring/Rota visits policy.

7.7 The Board is reviewing Monitoring Methods/Procedures commencing with the Mandatory Reporting Areas to ensure that IMB Reference Manual advice and best practice is achieved and followed by all members.

7.8 The Prison has provided the IMB with their own application boxes on each Wing and these are maintained by IMB members only. This has initially resulted in a significant increase in Applications, however the Board is confident that this has created a more secure and confidential process of submitting Applications.

7.9 In pursuing 7.7 above it is proposed that the Board of HMP Garth meet with the Board of HMP Wymott to share experience and methodology.

BOARD STATISTICS

Recommended compliment of board members	20
Number of board members at the start of the reporting period	14
Number of board members at the end of the reporting period	9
Number of members joining within the reporting period	4
Number of members leaving within the reporting period	7
Number of board meetings within the reporting period	12
Total number of visits to the establishment	812
Total number of applications received	475
Total number of segregation reviews held	579
Total number of segregation reviews attended	579
Date of annual team performance review	12/10/2012

GLOSSARY

ACCT	Assessment care in custody teamwork
BICS	British Institute of Cleaning Science
BME	Black, minority ethnic
CAB	Challenging anti-social behaviour
CAN	Certified normal accommodation
CJSM	Criminal justice secure mail

CSU	Care and Segregation Unit
DEAT	Diversity equality action team
DIRF	Diversity Incident reporting form
DNA	Did not attend
HMCIP	Her Majesty's Chief Inspector of Prisons
IEP	Incentives and earned privileges
IMB	Independent Monitoring Board
IRC	Immigration removal centre
IPP	Integrated planning process
LGBT	Lesbian, gay, bisexual & transgender
OASys	Offender assessment system
OCA	Observation, classification and allocation
OLASS	Offender learning and skills service
OGRS	Offender group reconviction scale
OMU	Offender Management Unit
PSI	Prison service instruction
PSO	Prison service order
SMARG	Segregation, Monitoring and Review Group
SMART	Systematic Monitoring and Analysing of Race Equality Treatment
SMS	Substance Misuse Service
SMT	Senior management team
SPO	Senior Probation Officer
TC	Therapeutic Community
VDT	Voluntary drugs test