



**HMP GARTH
IMB
ANNUAL REPORT
REPORTING PERIOD**

1st December 2012 - 30th November 2013

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

Contents

Page 2	Section 1 – Statutory role of the IMB
Page 3	Section 2 - Contents
Page 4	Section 3 - Description of the Prison
Page 4	Section 4 - Executive Summary
Pages 5 - 18	Section 5 - Statutory Reporting Areas
	(1) Equality and Inclusion
	(2) Education, Learning & Skills
	(3) Healthcare & Mental Health
	(4) Purposeful Activity
	(5) Resettlement
	(6) Safer Custody
	(7) Segregation
	Section 6 - Other areas of the Prison Regime
	Section 7 – The work of the Independent Monitoring Board

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 & G.M.U. 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 Lancashire Care NHS 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.
- 3.5 There are plans to open a Personality Disorder Unit to be jointly operated with Mersey care NHS Trust and a Sex Offenders wing in early 2014.

SECTION 4

Executive Summary

- 4.1 We reported our concern last year about the effect cost reductions & the continuous cycle of change were having on the demands placed on the Governor & his SMT in maintaining the high quality of delivering reducing reoffending programmes, together with all aspects of supervision & support of prisoners. We are most concerned that this continuous cycle is not allowing these changes to become effectively embedded in the prison regime & that a period of stability is now required.
- 4.2 We believe that the recent commencement of the initial stages of 'MTT' (Mobilisation, Transition & Transformation), which will compare the working practices & staff levels of Garth with other similar prisons, will have a tremendous impact on how & what happens here. The Board is concerned that although Benchmarking has not yet been implemented we are beginning to have concerns about staffing levels in the prison which we feel are only likely to become worse as the year progresses. We will monitor this initiative extremely closely over the coming months & will bring any concerns directly to the Secretary of State before next year's Annual Report.
- 4.3 Although we are not yet aware of the specific areas which will be impacted, we will be focussing on the following areas:- (a) The work of 'Offender Supervisors'; (b) The Segregation Unit; (c) Deployment of staff; & (d) Daily involvement of wing staff with prisoners: These have always been areas of excellence within HMP Garth & we hope 'Benchmarking' enables this excellent practice to be maintained.

- 4.4 Personal Officers. We consider the Personal Officer Role is essential for the personal support, guidance and rehabilitation of prisoners. This role appears to be being dropped and consequently the role of IMB Members is increasing in terms of providing first line support and advice to prisoners. Is this the Ministers intention?
- 4.5 We would refer you to the comments made in Section 4.1 of last year's 'Executive Summary' & again emphasise that despite 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
- 4.6 Healthcare – The Board have previously expressed concern regarding the management of Healthcare by the trust staff. The appointment of a new Healthcare manager has had an extremely positive impact leading to rising levels of prisoner satisfaction with the service.

The demand for hospital escorts to be provided by the prison is exceeding the SLA between the prison & the healthcare provider. As a consequence, when additional escorts are required, often during evenings, the prison is required to find escorting staff, thus placing an unacceptable additional strain upon staff throughout the prison. It is anticipated that this issue will be exacerbated by the implementation of 'benchmarking' provisions. The Board will continue to monitor the number of escorts being provided & the impact on the regime.

SECTION 5

Statutory Reporting Areas

5.1 – Equality and Inclusion

We would reiterate the comments made in the introduction to this section in last year's report, regarding the high priority of all aspects of 'Diversity' in HMP Garth.

ACTIONS UNDERTAKEN SINCE LAST REPORT RE: HMCIP REPORT

Our Board has analysed the findings of the 'HMCIP' report of April 2012 and has examined how the establishment has addressed the areas of concern in the following sections of the HMCIP report:-

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'.

Actions agreed

- (a) Monitoring and analysis of the prisoners with disabilities and older prisoners will
- (b) 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.

Actions Taken

- (a) Prisoner's Emergency Evacuation Plans (PEEPS); (b) Older & disabled prisoner
- (b) meetings are now held bi-monthly; (c) A disability assessment is now carried out when prisoners arrive at Garth. Information on prisoners already held here has been collected & all disclosed disabilities entered on NOMIS – this was completed on 30/09/13:

SECTION 3.23

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

Actions 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.

Actions Taken

This monitoring is now fully in place & reported on at DEAT meetings.

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'.

Actions Agreed

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

Actions Taken

(a) Consultations have taken place; & (b) SMART monitoring is now fully in place see 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.

Action Taken

The database has been re-introduced & is now accessible to all staff.

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'.

Actions 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:

Actions Taken

(a) Notice boards have now been brought up-to-date; (b) & (c) The Foreign Nationals Focus Group' has held a series of meetings & has collated all languages

other than English which are used by prisoners; (d) Needs of Foreign Nationals already in Garth have been identified & all new prisoners are assessed when arriving & after language needs identified in Reception, any other needs are identified on the 'Induction' wing.

ADDITIONAL ACTIONS

1. New Equality Signs to replace the old race Relations Policy signs were ordered from HMP Coldingley & fitted by August 2013
2. As there have been a number of new prisoner reps it was felt there was a need to deliver a new training course. This was completed in June 2013.
3. A group of the prisoner reps. Requested permission to produce a 'Diversity' magazine. It was agreed that this would be facilitated by the Education Department each quarter. The first edition of the magazine – 'The Voice' was compiled, printed & distributed in September 2013.
4. All display boards have been updated to contain to contain photos of the 'DEAT'. This was completed in August 2013.
5. Prisoner reps requested that the full 'DEAT' meeting should only meet quarterly instead of monthly, as most issues arising were being addressed & often resolved in the committee meetings prior to full 'DEAT' meeting. This was introduced in June 2013 & has proved a success.
6. To ensure that our FN prisoners are fully aware of the 'Foreign Nationals Immigration systems', it was arranged that the Immigration Officer from HMP Risley would hold an Immigration Clinics for FN prisoners bi-monthly.

SECTION 5.2 – Education, Learning and Skills

OLASS 4 funding started on 1st August 2012 but the year to 1st August 2013 is to be a "shadow" year with three strands of funding available covering 'employability', 'functional skills' and 'personal' and social development. The level of funding for the first two strands is based on the previous year but personal and social development attracts funding according to the needs and wishes of prisoners i.e. if several prisoners identify a wish to learn a foreign language and, after consultation with the Head of Education and the responsible Governor, a course may be put on if it is seen to benefit the development of the prisoner.

All future funding depends on completed courses and the Education Dept. has an achievement rate of 90%.

Transfers out are the highest reason for non-completion of courses but it is hoped a system will be established for the electronic exchange of educational information on prisoner records. Liaison with OMU can often delay a transfer if the inmate is nearing the end of a course.

Currently there is a recruitment drive on to get prisoners into education as a priority or into work.

It has become possible to deliver more education courses in the workshops. Ahead of the sex offender's wing being implemented, an assessment is being undertaken into the needs of this type of prisoner in relation to education. Concern has been voiced about the possible reduction in prison staff in the Education dept.

Management of taught hours can be difficult at times due to inmates attending the gym, on visits, Healthcare visits, late arrivals morning and afternoon, due to late labour movements also affect teaching hours.

OMU/sentence planning –Functional courses (literacy and numeracy) are a priority and each new inmate is formally assessed and put on the appropriate courses. Approx 100 inmates are supported with Distance learning in Garth, even though there is no funding for this. Inmates fund themselves and there is currently a 'sift' process undertaken which will mean fewer inmates will be allowed to commence Distance Learning.

The Manchester College employment broker liaises with employers to find employment for released inmates.

Virtual Learning is now networked to the Education Dept, workshops' and D1 Wing. However, it is not fully operational until BT has completed Broadband installation. Virtual Learning is now delivered by NOMS.

SECTION 5.3- Healthcare and Mental Health Care

Health Care continues to be delivered by the Lancashire Care NHS Trust on the basis of an annual service level agreement. There have been recent changes in the overall management of Primary Health Care and Mental Health. A permanent Health Care Manager is now in post and a Mental Health Manager, who also acts as Assistant Manager of the Unit, has recently been appointed. The Board has noted that these two developments are leading to a significant improvement in Health Care staff morale.

The Board noted with concern in its' previous two reports that Primary Health Care treatment was provided on a rotating basis by five agency doctors. The Trust has still not been able to identify a suitable candidate for a permanent post. However, one agency doctor now attends on three to four days a week. It is intended that this arrangement will provide more stability of treatment. The Board will continue to monitor the impact of this development.

The volume of prisoners with mental health problems remains high. There is an integrated team of Mental Health Nurses whose case loads are normally around one hundred and twelve per one week; this is a reduction on the previous year's figure. This level of loading provides regular care for prisoners. The counselling and psychological well-being support services provided by Health Care are currently being scoped by the Trust. The Board will monitor developments.

There has been a further development to increase Health Care facilities. Members of the Mental Health team are now located on a wing. This provides administrative space for these staff and has freed up rooms in the Health Centre which are now used for treatment purposes.

Health Care screening at initial reception takes place on a regular basis

Waiting times for appointments were also noted as a matter of concern for the Board in its' previous report. Compared to the previous year's benchmark, approximate waiting times as of October 2013 show a general level of improvement. For non-urgent GP appointments the current approximate waiting time is 2 weeks, an improvement of 2 week on the previous year's figure... All mental health referrals go

through a single point and this has reduced the amount of waiting time for routine appointments by two weeks to approximately 4 weeks. Waiting times for immunisation and the primary prevention clinic have been substantially reduced but still remain long, one and two months respectively.

The waiting times for non-urgent dental appointments were a matter of concern in last year's report and continued to be so for the first six months of 2013. There has been a change from a tri-partite to a single system of appointments and waiting times currently still stand at approximately nine weeks for non-urgent appointments. This is a significant improvement but waiting times for this area remain a matter of concern.

Prisoners sometimes have an unrealistic expectation of the length of time they will have to wait for an appointment. Information on waiting times is now published on a monthly basis in poster form. It is provided in a format which is easily understood by those with no or limited literacy skills. However, this information is not part of the prisoners induction programme and although it is intended that current times are displayed on all wing, this is not always the case.

A significant factor affecting waiting times is the number of missed appointments.

The number of appointments which prisoners do not attend (DNA) was a matter of concern for the Board in its' previous report There has been a substantial reduction in DNAs. The most recent September figure is 137 compared with 192 DNAs in September 2012. However, the current level of around 140 is still a matter for concern. One factor contributing to the continued high level of DNAs is that prisoners continue to report that the appointment slips system is not working effectively and they are not receiving timely notifications of appointments.

Complaints can be pursued through the internal Health Care process or, for more serious issues, the Lancashire Care NHS Trust process. The Healthcare management team have recognised that currently their processes are not understood by many prisoners or staff and have provided clarification for prisoners in the form of a flow diagram and leaflet. Again, this diagram is not displayed on all wings and many prisoners are still not clear regarding the process. Levels of complaints analysed by the Trust show a decline on the previous year. However, the Board continues to have concerns regarding the amount of time staff have to devote to responding to them. Applications to the IMB regarding Health Care matters are now monitored on a monthly basis and are analysed by category. In the calendar year to date, Health Care Applications have averaged approximately a quarter of all Applications to the Board. However, in the last two months there has been a significant decline in the number of applications received. The majority of both complaints and Applications cover issues with medications.

Hospital escorts provided by the prison are readily available on a daily basis for out patient's appointments. The current level of emergencies is placing a strain on the service. Please refer to Executive Summary for further clarification.

The Health Care Forum was established in 2012 to act as a two-way channel of communication between prisoners and Health Care regarding key issues and concerns. Until recently the Forum was infrequently attended by managers and meetings were subject to cancellation The Forum now meets regularly and is attended on a regular basis by the Health Care Manager. The 2012 short follow-up inspection report of HMP Garth noted a general lack of representation of D1 wing prisoners on committees. A Representative of that wing now attends the Forum.

Previous IMB reports noted that prisoners generally had low levels of satisfaction regarding Health Care services. However, feedback from Health Care representatives suggest that the new developments are raising satisfaction levels regarding the standard of care and treatment they receive.

SECTION 5.4 – Purposeful Activity (includes work)

Workshops –Allocation of Prisoners. Prisoners must have an L.2 Numeracy & L2 Literacy pass prior to starting work, although they may start part time work while doing the courses.

Workshops are allocated taking account of specific prisoner requests, risk assessment, security, vacancies and time in prison.

Up-to date information on work availability is shown on P-NOMIS.

Long serving prisoners will eventually arrive in the higher status/higher paid units. The number of prisoners involved in each activity is determined by workshop space and the ratio between prisoners and instructors/officers.

On any given day there will be up to 20 prisoners unemployed for a variety of reasons(many through choice) and approximately 30 on part-time standing (work and education) Prisoners who choose not to work are assessed monthly.

Conflicts can arise between work, education, gymnasium, library and wing duties. Prison officer unavailability for escort has led to significant numbers of cancellations of library visits, particularly in the evening and is a matter of concern.

The 13 workshop units plus Gardens, Waste Management and Kitchens, provide appropriate employment qualifications and skills training which is giving prisoners confidence and enforcing the work discipline.

There are little or no links between the work carried out in the prison and employment following release.

SECTION 5.5 – Resettlement

Throughout this year the Offender Management Unit has been striving to manage the changes required under Fair and Sustainable.

One of the main concerns under the previous regime was that prison officers were allocated to the unit as part of normal staff rotation to work as offender supervisors. This sometimes meant that individuals were less than enthusiastic about the work that they were required to do. A second concern was that, when staffing requirements in other parts of the prison required it, officers were redeployed to other duties and this inevitably had a detrimental effect upon the work of the OMU. Under Fair and Sustainable the number of prison officers allocated to offender supervisor duties was reduced by about half. However under the revised regime they all successfully applied for their posts and were appointed at senior officer grade. This, it was stated, would go a long way towards giving confidence that a higher level of commitment would result in better standards of performance and achievement.

The offender supervisor team includes three seconded probation officers whose knowledge and expertise are found to be very valuable, particularly in relation to cases where a higher level of professional training and expertise are required. It is understood that major changes are being made to the management and staffing of the Probation Service which could involve a reduction in the number of probation officer staff in the prison. This Board wishes to recognise the value and effectiveness of the three probation officers in the OMU team and to express a wish that their presence will continue in the long term.

Amongst the changes, improvements to the number of admin' support staff were made with an anticipated benefit that offender supervisors should become freer to engage positively with prisoners.

It inevitably takes time for new arrangements to take effect, especially when new officers coming into the OMU need to 'bed in' and learn their new roles. To ensure this transition a period of calm and stability is required. Unfortunately this settling in period has not been allowed to happen. To some extent staff are attempting to make changes philosophically, but this constant change is detrimental to staff effectiveness, even where changes appear to be positive, because it is not believed that new procedures will remain unchanged for any realistic length of time! As all of these changes are taking place, concern is more frequently expressed by prisoners that they are not receiving effective support from their offender supervisors or that they do not know who they are.

A further concern has been that of prisoner transfers, which for a number of years were negotiated and arranged mainly by one officer, these have now become the responsibilities of all offender supervisors. At one level this may seem to be good in that it widens the range of experience of all concerned. On the other hand it takes time and good quality work to develop expertise, contacts and trust in this area. In HMP Garth many prisoners are received from virtually all corners of the country and, as can be seen from problems in the Segregation Unit, prisoner transfers are a major issue.

In previous reports the amount, and quality, of the contact and support of prisoners by OMU staff has been raised as an issue. We now find that under new directives significant changes are being made to the sentence planning process which means that long sentence prisoners and lifers will not be included in the full sentence planning process from the start of their sentences. The emphasis on full participation will not apply until towards the end of their sentences. They will, however, receive a less formal annual review. This Board is very concerned about these changes because they appear to signal a change back to the less efficient and effective process that prevailed before regular sentence planning was introduced. If prisoners are not challenged and encouraged to make effective changes to their attitudes, knowledge and behaviour from the start of the sentence they can scarcely be expected to be ready for discharge by their release date or tariff date.

This section seeks to examine the effects of the changes required by Fair and Sustainable. However it is known that many of these changes are likely to be changed or affected by 'Requirements under Benchmarking'. For reasons of continuity and effectiveness indicated above, these changes will be closely monitored during the next reporting year.

It is understood that ongoing economies must be made, but it is suggested that changes such as the reductions in the sentence planning process and in the quality and regularity of contacts with offender supervisors, and indeed offender managers, will not, in the long term benefit prisoners, the prison system or society as a whole. Whilst this section of the report expresses real concerns about the issues referred to it nevertheless seeks to recognise the commitment of the management and staff of the OMU who are making strenuous efforts to manage the required changes with great objectivity.

SECTION 5.6 – Safer Custody

The Safer Custody work this year has been subject to much disruption, arising from the constant change i.e. staff leaving, staff changing departments; change of Governor Chairing the Monthly Meetings. However notwithstanding the above, the Focus and Drive on the Objectives set for 2013 has, as in previous years been ably provided by the Safer Custody Manager. Particular attention has been given again to ensuring the ACCT and CAB Processes are operated at a high level.

The total number of ACCT (Assessment, Care in Custody Teamwork) logged at HMP Garth in 2013 was 149, this is a decrease of 6 from the previous year.

CAB (Challenging Anti-Social Behaviour) was introduced to HMP Garth during 2010 with the aim of encouraging and promoting positive & pro-social behaviour. There were 323 CAB1 warnings issued in 2013, which has significantly increased by 76 since the previous year. There were 67 CAB Support Plans opened, which is an increase of 7 from the previous year and 41 CAB Monitoring Plans opened which has increased by 11.

There have been some more difficult months during 2013 with a reduction in ACC Assessor Team Members, due to staff leaving, and also with the national instruction regarding Assessors being Band 3 and above. However on a positive note, the ACCT Assessors received HMP Garth Team of the Year Award, for their continued support and contribution to the ACCT Process.

The total number of C & R (Control and Restraint) Incidents during 2013 was 44, which has reduced greatly by 10 since the previous year. The analysis of the recorded incidents suggests that the reporting of the incidents to Safer Custody has reduced as oppose to the incidents actually reducing.

There was one death, which was a prisoner who was released to a Hospice on compassionate grounds while suffering a terminal illness. A care plan was in place and he passed away on 7th October.

The attendance at Monthly Meetings has been poor at times and attendance by prisoner representatives has been less than past years. The Representatives have generally raised few concerns, with the playing of loud music in the evening and queue jumping at meal times being brought up a number of times.

A new Monthly Reporting Format was introduced which should help Committee Members focus on the Key Issues. The November 2013 meeting was well attended and it is hoped that this will herald a new impetus to the work.

There has been an increase in the number of Self- Harm Incidents, many arising in the Segregation Unit. Health Department Staff have been subject to abuse from Prisoners, arising from changes to Medication and generally unhappy with Healthcare Services.

From November 2013 it is proposed that reviews of Prisoner CSRA take place after each monthly Safer Custody Meeting with attendees at the Meeting participating in the reviews.

Objectives for 2014

1. Prepare for the Implementation of Benchmarking
2. Plan for the New Personality Disorder Unit
3. Plan for the Sex Offenders unit
4. Continue to communicate with all areas.
5. Ensure paperwork is processed and recorded within timescales
6. Maintain efficient use of C-nomis
7. Regularly review the process and try to improve effectiveness
8. Continue to enforce Loud Music Policy
9. Continue to support all areas to keep communication links established.
10. Continue to promote Zero Tolerance to ensure safety for all staff, prisoners, and visitors.

SECTION 5.7 – Segregation

We would reiterate the comments made in the introduction to this section in last year's report, regarding the high priority of all aspects of 'Diversity' in HMP Garth.

The 'segregation Unit' at Garth comprises of 28 cells plus two 'Special Cells'. These are located on two landings & operate at an average occupancy of 24!

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 Taken

Due to the dangerous nature of the prisoners being moved to the Segregation Unit & the possibilities of them secreting weapons &/or drugs, it has been decided by the SMT that all prisoners will be 'strip searched'. This will of course take place when an individual risk assessment has been carried out.

SECTION 3.12

Increased opportunities for association and purposeful activity should be introduced in the Segregation Unit'.

Actions Taken

(a)As reported last year the very nature of the prisoners held in the unit & the threat they pose, is such as to prevent any association. This has been risk assessed & the decision made; (b) At each 'Segregation Review' every prisoner is asked how he thinks the establishment could help him in progressing through his sentence. Apart from those deemed to be too dangerous or under threat, each prisoner is offered the opportunity to return to normal location. None of us attending these reviews has ever witnessed a positive response. Each appears to be content staying in his cell & sleeping for most of the day! However there have been a few exceptions

to this response & a small number of prisoners have either taken up art work or studying; (c) Apart from making pill boxes for the Healthcare Unit, there is no suitable work available; (d) One-to-one worship is still available as after a thorough risk assessment it is still felt inappropriate for segregated prisoners to attend corporate worship;

SECTION 3.13

More meaningful and individual behavioural targets should be agreed with longer-term segregation unit residents'

Actions Taken

(a) Specific targets 'tailored' for each prisoner are objectively reviewed every 14 days **or** when either requested by a prisoner on our rounds or the Governor's rounds; (b) All unit staff actively engage with each prisoner & offer positive support for how best to move forward; (c) The long-term prisoners in the unit are deemed to be 'complex' & they are also closely monitored by the unit Governor, the Governing Governor & the DDC; (d) The unit Governor is in constant touch with his opposite numbers in all those similar prisons housing 'complex' prisoners & they work together to offer prisoners a new start. Quarterly meetings of managers from all prisons sharing information on complex prisoners are held every quarter & one of our Board attends these meetings; (e) The Governor has encouraged the Board to play a more proactive role in the whole review process & more specifically in meaningful target setting;

SECTION 3.14

Records of the average length of stay in segregation should be kept and monitored and analysed for trends by managers'.

Actions Taken

Detailed records are now kept & closely monitored at the quarterly SMARG meetings. Detailed discussions take place about the best actions to take to help prisoners progress:

SECTION 3.15

Pre-entry procedures should be reviewed to ensure a proportionate and appropriate response to prisoners'.

Actions Taken

The pre-entry scheme commented on by HMCIP has now been replaced by a more positive 'elective' scheme. This applies to prisoners for whom there is no legitimate reason to remain segregated.

It is important to point out that it is common practice in a large number of prisons for prisoners to manipulate a move to the segregation unit to effect a transfer out.

However, the Governor at Garth has made it clear that they will not be able to use the segregation unit here for that purpose.

Sanctions for elective prisoners

When it has been agreed by the unit Governor, the Governing Governor & the Security Governor that there is no legitimate reason to remain segregated, the prisoner will be

given a lawful order to return to a suitably identified residential unit. If he refuses, he will be placed on report & sanctioned by an adjudicating Governor. If he continues to refuse, the punishments awarded will escalate. Any 'determinate' sentenced prisoners refusing the order will usually be referred to the 'Independent Adjudicator' for his/her consideration.

The IEP status will revert to 'Basic'.

Prisoners will be placed on 'nil pay' for refusing to return to normal location, therefore making themselves unavailable for employment.

Telephone calls will be restricted to one midweek & one weekend day only:

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).

Actions 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) 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, Kitchen and Chaplaincy)

Catering and Kitchens

- a) The Kitchen continues to operate very well although the waiting time for repairs/replacements continues to be of some concern. The Works Department is not 'on site' now which may be a reason for some of the delays.
- b) The Kitchen Manager voices concern about the central purchasing system in use across the Prison Service in that he has lost the ability to negotiate for and purchase at a lower cost.
- c) Concern is also expressed about the proposed loss of 2 staff members in 2014 due to the Benchmarking procedures.
- d) Despite these problems there is a stable workforce within the Kitchen and the Serveries with an incentive scheme in action to promote a good workplace atmosphere. An additional Servery has been deployed. The IMB receives very few applications about food or the Servery staff. The NVQ scheme continues to train men to work in both the kitchen and the Serveries.
- e) These factors mean that the kitchen continues to achieve the Level 5 Award and the Gold Award from the local authority and a nine out of nine from the Area Catering Manager's visit.

Chaplaincy

After a number of years of settled staffing providing great continuity of support, there have been a number of Changes in the Chaplains representing the different faiths. For the first time the Lead Chaplain is of the Muslim Faith.

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

SECTION 7.1 - Board Compliment

During the year 1 member left the Board and 3 New Members were recruited from the North West Recruitment Campaign. A further recruitment campaign specific to HMP Garth in September resulted in 5 Applicants to Interview,

1 Board Member will be retiring from the Board in December 2013 as a result of the New Tenure Arrangements.

SECTION 7.2

The Mandatory Area's of the Rota have been reviewed by the Board to determine and agree Best Practice to be adopted by all Board Members.

SECTION 7.3

Two Members of the Board attended the Annual Conference.

SECTION 7.4

The Board hosted an N.W.Area Chairs Meeting.

SECTION 7.5

The Clerical Support to the Board has been very severely disrupted as a result of the former Clerk initially being given extra Prison work, and then transferring to another department. A new Clerk was appointed however before becoming established a further change has been advised.

Board Statistics.

Recommended Compliment of Board Members = 20
Number of Board Members at the start of this reporting period. =9
Number of Board Members leaving during the reporting period=1
Number of Board Members joining within the reporting period=3
Number of Board Members at the end of the reporting period=11
Number of Board Meetings held within the reporting period=12
Total Number of Visits to the Establishment= 739
Total Number of Applications received = 531
Total Number of Segregation Reviews held = 659
Total number of Segregation Reviews attended = 656
Date of the Annual Team Performance Review = 11.10.3013

The work of the Independent Monitoring Board

Code	Subject	YEAR 2011 / 2012	% OF TOTAL	YEAR 2012 / 2013	% OF TOTAL
A	Accommodation	9	1.8	10	1.88
7B	Adjudications	18	3.7	7	1.30
C	Diversity related	12	2.5	1	0.20
D	Education /employment /training	32	6.6	43	8.10
E	Family/visits	20	4.0	20	3.77
F	Food/kitchen related	10	2.0	6	1.13
G	Health related	74	15.2	115	21.66
H	Property	95	19.5	120	22.60
I	Sentence related	47	9.7	42	7.91
J	Staff/prisoner/detainee related	72	14.8	94	17.70
K	Transfers	51	10.5	28	5.27
L	Miscellaneous	47	9.7	38	7.16
M	Staff	0	0	7	1.32
	Total number of applications	487		531	
	Of Total: number of IMB Confidential access was:			8	

SIGNED PETER GUY (CHAIR)

DATE

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