



# **Annual Report**

## **HMP Leeds**

**January 2012 to December 2012**

## **SECTION 1**

### **STATUTORY ROLE OF THE BOARD**

The Prisons 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 concern it has.
- (3) report annually to the Secretary of State on how well the prison has met the standards and requirements placed on it and what impact these have on those in its custody.

To enable the Board to carry out these duties effectively its members have right of access to every prisoner and every part of the prison and also to the prison's records.

## SECTION 2

### CONTENTS

Section 1	Statutory Role of the IMB
Section 2	Contents
Section 3	Description of HMP Leeds
Section 4	Executive Summary
Section 5	Areas that must be reported
5.1	Diversity
5.2	Healthcare including Mental Health
5.3	Learning and Skills
5.4	Safer Custody
5.5	Segregation
Section 6	Other Areas
6.1	Catering & Kitchen
6.2	Drugs
6.3	Reception and First Night Centre
6.4	Resettlement
6.5	Residences
6.6	Security
6.7	Visits and Visitors Centre
Section 7	The work of the IMB

## **SECTION 3**

### **DESCRIPTION OF HMP LEEDS**

HMP Leeds is an inner city local prison serving the local courts of West Yorkshire. It is a Category B prison with an Operational Capacity of 1120. The establishment has four Victorian Wings and two modern Wings; one of the Wings is dedicated to the vulnerable Rule 45 prisoners. Cells are either single or shared by two prisoners. Wings now have specific Regimes. Reference the Executive Summary.

The prison has its own Healthcare centre, commissioned during 2012 by the Primary Care Trust, Leeds. Facilities available to prisoners include a Gym, Education, which is contracted out to The Manchester College, and provisions supplied by external suppliers with a national contract. There are approximately 30 Voluntary and Community Service organisations working within the prison. These include the Samaritans, West Yorkshire Chaplaincy Community Project, Prison Visitors, Bereavement Counselling and minority interest groups. The Jigsaw Visitors' Centre, an independent charity working closely with the prison, is a beacon project of many years standing.

Prisoners manage the Prisoner Information Desks and others act as Healthcare Representatives, Recovery Champions and Listeners, trained by the Samaritans, on each wing.

## **SECTION 4**

### **EXECUTIVE SUMMARY**

#### **Concerns**

#### **Policy**

As with the previous year's Report, the Board does not have any concerns regarding policy that it feels require a response from the Minister. This reflects the continuing positive developments that have taken place at Leeds Prison to improve the welfare of the prisoners held there.

#### **Operational – not requiring a response**

The Board continues to express its concern over the mental state of some prisoners held in Leeds. The staff show exemplary patience and care with prisoners who exhibit extremely complex and challenging behaviour problems both on the Wings and in the Segregation unit. It is felt by all members that this prison is not the right environment for such prisoners and a more specialised establishment would be more suitable if such prisoners are to address their behavioural issues and improve rather than just be contained.

The practice of eating in cell, often close to toilet facilities, is seen as unhealthy and undignified. The analogy with the discontinued practice of slopping out is not out of place here. Space limitations, costs and logistics hamper progress towards a change, but this should not lead to abandonment of the principle of change to a more hygienic and socially beneficial approach to mealtimes.

#### **Overall judgement**

The Governor, his SMT, staff and other organisations working within the prison continue to make progress in the safe containment, care and rehabilitation of its inmates. An overall policy of rewarding effort and punishing wrongdoing is administered with fairness and justice.

Areas of concern for the Board are primarily focussed on the fabric of the building and situations that are not entirely under the control of local management, but are more imposed by national policy and budget restrictions. Issues raised by the Board are addressed by the Governor or his deputy directly and specific resolutions or satisfactory explanations are forthcoming in the vast majority of cases.

Staff/prisoner relations are observed by the Board to be respectful and proper and the Board maintains its professional and independent approach with management and staff, whilst interactions continue to be friendly and cooperative.

## SECTION 5

### AREAS WHICH MUST BE REPORTED

#### 5.1 DIVERSITY

The work of the Diversity & Equality Action Team is to ensure that all prisoners whilst at HMP Leeds receive fair treatment, respect and equal opportunities.

It is a pleasure to report that their efforts and commitment have been recognised by becoming only the second prison in the country to receive the Investors in Diversity Award.

Funding has recently become available to cover work, assisting prisoners with learning difficulties and dyslexia. This will begin in 2013.

All applicable strands of the protected characteristics are observed and addressed and the following are examples of the work.

In the Prison Service, people aged 50 upwards are classed as Older Prisoners. At Leeds the main age group is 50-59 years, with a small number of men aged 70 plus. The majority of Older Prisoners reside on A Wing (the Vulnerable Prisoners Wing). At the end of December 2012, there were 82 White and 8 BME Older Prisoners. There is a popular weekly get together with various activities for this older group named the OK Club. Also a newsletter called The Mature Observer is published periodically with news, views, word games etc.

The GBT Group (Gay, Bisexual and Transgender) is now in its third year and has progressed with a wider membership attending the monthly meetings and increased information being obtained. The question of sexuality is now included during reception screening by health care staff. However, it is understandable that not all prisoners wish to disclose the information at that stage.

Details of prisoners who have declared a disability, or who have been identified as having a disability, are recorded. Each week a list is distributed to all line managers giving the names of prisoners who would need assistance to reach a place of safety should the evacuation of an area become necessary. Funding has recently become available to cover work assisting prisoners with learning difficulties and dyslexia and this will begin in 2013.

There has been a small number of prisoners from the travelling community throughout the year. During National Travellers' Month displays of information are set up around the prison.

On average the prison currently holds around 100 foreign national prisoners and approximately 10% of these have concluded their

sentence. Every effort is made to get the men transferred into detention centres, but with limited space available and the fact that some prisoners are not suitable for the centres, such moves are difficult to achieve. Monthly immigration surgeries are held by the Leeds UK Border Agency. This gives foreign national prisoners an opportunity to speak directly with an immigration representative following arrival at the prison. The surgeries help the prisoners to have a better understanding of their situation.

With regards to equality, religious festivals are observed and prisoners are allowed a day off work to celebrate their own particular festival.

The number of hate incidents has reduced during 2012. Reported incidents are fully investigated and the outcomes are reviewed by the Hate Scrutiny Panel, which includes members from West Yorkshire Police, Victim Support, Leeds City Council, Foundation Housing and the IMB.

Monthly monitoring has shown that the White/BME mix has been virtually within range throughout the year. However, the residents on the Resettlement Wing (C Wing) are mostly white at present and this has had the knock-on effect of there being no BME prisoners working outside the prison on the Release on Temporary Licence scheme (ROTL) each day. The issue is to be addressed, taking into account the relevant risk factors.

BME prisoners are also under represented amongst kitchen work and cleaning work. This situation should be improved with the new work allocation system which is now in process.

All the above work is constantly being reviewed, revised and updated and the team members deserve full credit for their efforts and commitment.

## **5.2 HEALTHCARE INCLUDING MENTAL HEALTH**

Early in the year, there were designated special cells in HCC for the category D prisoners who were on external work experience under ROTL. The purpose of the allocation was to protect them from pressure to bring illicit items into the establishment. However, towards the end of year, these prisoners were located to the Resettlement Wing C. and the cells in HCC returned to standard healthcare facilities as prior the changes.

From June onwards there were significant concerns expressed from the HCC employees on H3 based on their reported lack of clear information or substantiated knowledge relating to the future of patients, employees, and new location. Board members held several discussions either with the governor or deputy governor regarding the HCC relocation, nevertheless, the precise date or designated new location has been difficult to conclude.

Organization of dentistry and outpatient care is well administrated with reasonable waiting list times. Waiting time for the first appointment for a dentist is 1 week, 1-2 weeks to see a doctor, 2 weeks for a podiatrist and 8 weeks for an optician. Medical services are provided in suitable accommodation with a well-organized flow; however, the IMB team had to raise an issue concerning treatment privacy.

Prisoner's opinion of the standard of care at H3 and treatment they receive is very positive which was reflected by zero applications to the IMB. Although the Board picked up some concerns, they were sorted immediately. Prisoners, whether long-term patients or short stay, are overall satisfied with the treatment they received.

### **Mental Health**

Counselling and psychological support services are generally available. There are no applications required in order to be examined as the unit runs drop-in sessions every morning. Patients visiting MH receive regular and sufficient professional care and support whether their concern is an attitude towards 'stop smoking' or depression and anxiety. MH runs many programs supporting prisoners, from various discussion sessions, workshops to meditation.

## **5.3 LEARNING AND SKILLS**

In June 2011 it was noted, among a number of other challenges that 48% of prisoners were below the level of an eleven year old in reading. To deal with this challenge the Governor spearheaded a programme through which prisoners would be supported to achieve up to 90% attendance at some form of education and 80% employment.

A curriculum review was undertaken by Manchester College with the aim of achieving a new focus on the appropriate courses and qualifications which could be delivered to meet the needs of the marketplace for offenders on release. The emphasis was put on rehabilitation of offenders to prepare them for work in order to deter them from returning to prison and to help them achieve a basic level of literacy. By the middle of 2012 there was a marked improvement in reaching the education target and the employment target had been reached.

Currently education and training take place in a variety of ways ranging from activities in the prison Workshops, in the Kitchens and on the Wings. The Workshops teach the skills and trades of basic labouring as well as knowledge relating to Health and Safety at Work. Increasingly links are being forged with Colleges in and around Leeds to deliver qualifications alongside work experience.

The main teaching and learning approaches include:

In cell education where prisoners are introduced to the development of a learning plan to suit their individual needs  
Training on how to write a Curriculum Vitae (CV) to help them find work on release  
Advice on how to access courses appropriate to their learning needs.  
Those who are in the process of following a recognised education course when they are imprisoned can be assisted to continue and complete their courses while in prison.

Prisoners learn, gain qualifications and provide a range of services as a result of the education and training they receive at HMP Leeds. These include machining and making items of clothing, advanced computer workshops producing application forms and all the necessary paperwork not only for Leeds but for other prisons. IT work also provides a chance for interested prisoners to gain City and Guilds qualifications.

The Board believes that the education and training programme at Leeds helps to prepare offenders in a wide range of activities suitable to prepare them for meaningful work upon release as well as improving their literacy levels.

#### **5.4 SAFER CUSTODY**

The work of the group is to monitor the safety of prisoners whilst confined at HMP Leeds.

Violence reduction reports are investigated and the reasons which prompt acts of violence are recorded and acted upon. During the year the lowest number of reports received was 14 in December and the highest was 36 in August. During the rest of the year there were between 20-30 reports per month.

Prisoners who self-harm are closely monitored and placed on constant watch where necessary. ACCT (Assessment, Care in Custody and Teamwork) files are opened and all observations relating to the prisoner are recorded. Assessors are trained to check the quality of the entries in the ACCT files and guidance is given to staff where comments recorded could be improved.

There were two deaths in custody during 2012, one of which was through natural causes.

Cell share risk assessment is an important responsibility of the group to ensure the safety of the two prisoners in a cell. Prisoners who are

deemed to be high risk or have certain mental health conditions are placed in single cells.

Use of force is only used when absolutely necessary and a slight reduction has been noted.

The Listeners are a number of prisoners trained by the Samaritans to be available on each wing for prisoners who wish to speak in confidence about their issues and concerns. If a prisoner is particularly troubled or talking of self-harm, two Listeners will sit with him on a sleepover and support him throughout the night. It is a very useful service and the Listeners themselves take pride in the help they can give.

Members of the group meet on a monthly basis to discuss matters and review and update procedures to maintain the safe environment of the prison.

Concerns have been raised with Government Ministers who have visited the prison in previous years regarding the long period between a death in custody and the date of an inquest. It seems unreasonable that family members have to wait 2-3 years for closure of their loss. It seems equally unfair that members of staff who were present at the scene should have the stress of waiting so long to re-live events and give evidence to the Coroner.

## **5.5 SEGREGATION**

Last year's Report mentioned a major staff restructuring in the Segregation Unit. This year there have been further management changes at Senior Officer and Governor level.

The Report also stated that the average daily occupancy of the Unit had increased, principally as a result of zero tolerance policies. This increase has continued to a point where, for a time, a temporary extension was opened on A Wing.

Despite the above, the Board is completely satisfied with the conditions and regime for prisoners, and applauds the quality of the staff's care and concern for the men.

The weekly visits by Board members function very well, but it has taken too long to establish procedures for informing them of moves to Segregation. Although not to the same extent, there have been a few similar difficulties re Review panels.

The Board is pleased to report that procedures are now finally in place.

Review panels and Adjudications have been correctly conducted, and paperwork checked by the Board has been properly kept. A more

effective system of storing documentation has been devised, another example of the stability now apparent in the Unit.

Whilst acknowledging that the staff are making every effort to do so, the Board will continue to monitor the speedy return of men to the wings if no further information is received to supplement the original intelligence.

There is a consistently sensitive approach to a prisoner held in the biohazard cell. The matter has been discussed at meetings and reviews attended by the Board, and members are satisfied, and impressed, by the prison's management of the situation. The Board is, however, concerned that prisoners with very serious behavioural problems, but not classified mentally ill, should be held in this regime and not transferred to a more suitable institution.

## SECTION 6

### OTHER AREAS

#### 6.1 CATERING AND KITCHEN

The kitchen is visited every week by a member of the Board and a Rota report produced and circulated to all members. Any issues requiring a management response are raised at the monthly Board meeting with the Governor or his representative.

The following concerns were raised on several occasions by members in their Reports;

- The quality of the food leaving the kitchen is very acceptable but deteriorates by the time it reaches the wing due to the length of time between production and serving.
- The number of prisoner staff fluctuates causing difficulties with other duties such as cleaning. This has been exacerbated due to the limit of suitable staff available as the kitchen has been identified as a drugs distribution route. It is expected that this will be eased as more trusted prisoners are identified.
- The length of time for some repairs/replacements was unacceptably long, broken floor tiles exposing waste water being a particularly bad case.
- Use of Wing Food Books to record food temperatures and prisoner comments was sporadic. This is a useful form of feedback and should be used on a more regular basis.

Positive observations;

- The Lock Inn, designated as a training café, offering recognised qualifications.
- Menus are varied and special diets catered for. Meals are provided for vegetarians, diabetics and those with gluten free, low potassium, religious and ethnic requirements.
- Environment Health Inspection gave a very commendable four stars.
- Prisoner staff in the kitchen were generally positive about the food produced, their work and their treatment by staff.

The Board is satisfied that the production of almost 1200 meals a day on a budget of less the £2 per head is accomplished in a more than satisfactory manner.

#### 6.2 DRUGS

The Drug Recovery Wing, D Wing, continues its excellent work in helping prisoners to break the cycle of addiction and criminal activity.

The Mandatory Drug Testing (MDT) rate was up slightly on last year at 9.1% but is still well below the Key Performance Target of 16%. The prison is still aiming to reach a challenging internal target of 5%. The Compact Based Drug Testing (CBDT) is now part of all trusted position job descriptions. Those failing are supported and encouraged to address their problems through the Outcome 3 process.

The Post Recovery Wing, E Wing, runs Narcotic and Alcohol Anonymous groups and a SMART recovery program, run principally by prisoners (Recovery Champions). Over the year, 190 prisoners detoxed at Leeds during their stay and were still substance free after twelve months, and 123 released prisoners remained substance free.

Agency partnerships continue to work well despite some organisational changes within the agencies.

The Board was delighted to hear of the Recovery Wing winning its national category in the Tilley Awards. Praise from HMIP early in 2013 added to the well-deserved plaudits. The work done in Leeds is impressive and the Board trusts that this will continue in the light of proposed budget savings and possible staff reductions.

### **6.3 RECEPTION AND FIRST NIGHT CENTRE**

Plans for a replacement Reception are well advanced and the Board looks forward to the replacement of one of the most dilapidated areas of the prison.

The Board has observed good practices in difficult working conditions. Staff provide an efficient service, offering clear information in many diverse ways to meet the various cultural needs of prisoners entering the area.

Concerns expressed by the Board over the extended time spent by prisoners on board transport vehicles have been addressed and improvements introduced.

Board members report that the First Night Centre (FNC) continues to run efficiently working in a challenging environment. The FNC displays a caring and supportive environment offering guidance, advice and efficient monitoring of vulnerable prisoners.

### **6.4 RESETTLEMENT**

HMP Leeds has seen major developments in its Resettlement programme since its inception in September 2011. Much creativity and

effort has been put into identifying and extending a wide variety of initiatives designed to reduce re-offending. Among these are the use of ROTL for both work placements and Home Leave, developing links with organisations such as Leeds City Council's Environment Services, Leeds United F.C. and Timpsons Academy in Liverpool, and further work being done by the 6<sup>th</sup> Hub and the Positive Futures initiative in conjunction with West Yorkshire Probation Trust. HMP Leeds also has an agreed protocol for prisoners from HMP Wealstun, whereby those who meet the criteria can access Resettlement provision on pre-release transfer to Leeds. A wing measurement tool has been in place since September 2012 which gives detailed month by month information on everything from numbers of prisoners on the resettlement wing and average length of sentence, to results of MDTs, numbers of ROTL placements available and numbers of complaints received by both the prison and the IMB. Other useful information includes performance against three KPTs (Key Performance Targets) – those released with an employment outcome (57.5% in December 2012), with a training outcome (10%) and with an accommodation outcome (97.5%) . The numbers on all three of these are well above the KPTs of 23%, 2.5% and 70% respectively.

Managers are aware of the need to have clear criteria for referral and to ensure that access to resettlement services is there for the right prisoners at the right time. Methods of funnelling suitable prisoners on to the wing, and of tackling non- engagement are being pursued vigorously. Case management and discharge planning boards help to monitor progress. There is also a continuing effort to make the regime as attractive to prisoners as possible and to celebrate successes by promoting prisoner recognition.

A member of the IMB has attended a ROTL board where prisoners who wish to be considered for work placements on ROTL are interviewed by a panel of prison, probation and police staff. The whole interview process was open and positive and reflected the tone of interviews in the outside world of work. Most prisoners spoken to on the Resettlement wing are able to see the benefits of being on the programme. Staff spoken with on the wing are largely committed to resettlement initiatives and feel they are having a positive impact on lives.

Challenges in the pipeline include preparing for Benchmarking in 2014 and for the predicted impact of Fair and Sustainable and, currently, keeping the impetus and motivation going and recruiting appropriate resettlement staff and prisoners. Some staff say they are 'ok where they are' and some prisoners who are suitable candidates on paper are reluctant to commit to the Resettlement wing regime – hence recent strategies for dealing with 'non-engagement'. The IMB will be monitoring progress in these areas.

Finally, the IMB commends the vision and energy which has resulted in the rating of 4 for Resettlement from the recent (March 2013) HMIP visit. This is all the more creditable as this is the first time Leeds has scored a 4 in any category.

## **6.5 RESIDENCES and REGIMES**

### **Residences**

During the year there have been major maintenance works being undertaken at the establishment. This has included re-roofing the wings, installation of new alarm systems and the upgrading of shower facilities.

This resulted in some inconvenience for both prisoners and staff as it necessitated the progressive closure of the top floor of the wings involved. It also meant that the capacity of the establishment was reduced for some considerable part of the year.

However, despite these problems the residences continued to operate successfully, thanks to both prisoners and staff. During the year the number of applications to the Board relating to accommodation dropped by 30%.

### **Regimes**

2012 was the first full year of the organisation of the role of the wings - the major changes being the Resettlement Wing (C wing) and the Drug Recovery Wing (D wing).

The Board's monitoring during the year has shown that both these wings are working well and are achieving their intended objectives.

The free-flow of prisoners to work and education has proved to be a success and resulted in a more efficient movement of prisoners. There have only been a few incidents of prisoners using the process to gain access to areas/wings where they should not be and these have been quickly discovered and corrected.

The release of prisoners on ROTL to work outside the prison has had mixed results. It has been good for the individuals with regard to their training but they have found themselves under increasing pressure to bring items back into the prison. Various methods have been tried to reduce this risk – using part of the hospital wing to locate them, but it still remains a problem. The Board will continue to monitor this process as it fully supports the idea of prisoners getting real life experience of work, prior to release.

## 6.6 SECURITY

The combined Security & Drugs Strategy meetings that commenced in 2011 continued to be beneficial in 2012. They allowed for cross functional working, by means of enhanced communications, collaboration and cooperation with common goals as the focus. In the Board's view this has proved to be effective and has additionally provided the Board with a broader spectrum of information.

During 2012 HMP Leeds was subject to two Security Audits, both of which achieved 91% and above, which sustained their green rating. The subsequent action plans contained few recommendations for improvements. However the security team did improve their monthly security reports and the maintenance of their escort and bed watch paperwork.

A weekly intelligence briefing was introduced, with the aim of the security department becoming more energised and robust. A HMIP inspection acknowledged this by referring to "a 21<sup>st</sup> century Security Department" in their report.

During 2012 the Security department in conjunction with local Police carried out three "Operation Gartley" exercises. These resulted in numerous arrests for cannabis possession, uninsured vehicles and outstanding warrants, all of which significantly deterred and prevented illicit articles from entering HMP Leeds.

Building work at the prison continued during 2012, however there were no significant breaches of security during this time.

In 2011 HMP Leeds introduced a zero tolerance policy towards drugs and violence. The biggest impact of this in 2012 has been the consistently low MDT figure and fewer instances of violent incidents.

### FIGURES FOR 2012:

Mobile phone and accessory finds:	92
Drugs finds:	160
SIRs received:	5,430
Over the wall packages:	13

There were no serious escape attempts during 2012.

## **6.7 VISITS and VISITORS CENTRE**

Reported lengthy wait times for calls to be answered in Visits remains a problem.

Other activities performed by staff, dealing with emails, personal callers, telephone callers and visitor searching operate smoothly. No applications for this area have been received.

The Visitors Centre continues to offer excellent support to all visitors, in particular those visitors who are attending for the first time.

## SECTION 7

### THE WORK OF THE INDEPENDENT MONITORING BOARD

<b>BOARD STATISTICS</b>	<b>2011</b>	<b>2012</b>
Recommended Complement of Board Members	20	20
Number of Board members at the start of the reporting period	13	15
Number of Board members at the end of the reporting period	15	11
Number of new members joining within the reporting period	5	2
Number of members leaving within reporting period	3	6
Number of attendances at meetings other than Board meetings	31	37
Total number of visits to the prison (including all meetings)	414	431
Total number of applications received	261	213
Total number of segregation reviews held	26	26
Total number of segregation reviews attended	25	23