



The Independent Monitoring Board

at

HM Prison Kirkham Annual Report

1st January 2013 – 31st December 2013

final March 2014

Section 1

STATUTORY ROLE OF THE IMB

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

The Board is specifically charged to:

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

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

Section 2

CONTENTS

Section	Title	Page #
1	The Statutory Role of the IMB	2
2	Contents	3
3	Description of the Prison	4
4	Executive Summary	6
5	Mandatory Reports	8
5.1	Equality & Inclusion	8
5.2	Education, Learning & Skills	8
5.3	Healthcare & Mental Health	9
5.4	Purposeful Activity [including work]	9
5.5	Resettlement	11
5.6	Safer Custody	11
5.7	Segregation	12
5.8	Residential Services	12
6	Highlights of Other Areas	13
7.1	The Work of the Board	15
7.2	IMB Applications	16
8	Glossary	17

Section 3

DESCRIPTION OF THE PRISON

3.1 Certified and Operational Capacity 630

HMP Kirkham occupies the site of a former RAF technical training centre. The site was taken over by the Home Office in the early 1960s and has been in use as a prison since 1962, celebrating 50 years in August 2012. With few exceptions the infrastructure and services is World War II vintage, although prisoner accommodation is relatively new having been redeveloped over the period 1990-1999.

It is a Category D Open Prison in the North West Area holding adult male convicted prisoners. The Deputy Director of Custody is Alan Scott and Governor Graham Beck. They are supported by 61 Prison Service unified grade employees, 32 non-unified personnel and just over 100 external staff including those providing education, employment, Substance Misuse Service (SMS) support and healthcare.

There are 24 billets which provide single occupancy basic living accommodation. There is also an 80 bed Admissions Unit (double occupancy rooms) which has been adapted for all new arrivals during 2011 from the Next Steps Centre.

Prison Facilities:

In addition to core residential accommodation the following facilities are available:

- Access to jobs (voluntary and paid).
- Christian Chapel and a 'Multi Faith' Room.
- Community work bus
- External college opportunities
- External initiatives including the DHL canteen distribution for North West Prisons.
- External training opportunities through established partnerships with the Marriott and De Vere hotels
- Farms and gardens. Winners of the Windlesham Trophy awarded at the Southport Flower Show 2013.
- Fitness Instructor training leading to qualifications.
- Fork Lift truck training and qualifications to instructor level
- Gymnasium facilities for use by offenders, staff and invited members of public.
- Healthcare Centre – contracts with the North Lancs Primary Care Trust.
- IPAC – Information for Prisoners and Advice Centre –staffed by officers and inmates. Local volunteer and charity groups assist eg CAB.
- Industrial Cleaning
- Large Conservation area with a herd of rare breed cattle and other animals.
- Learning & Skills Department, with IT facilities. Manchester College is the Education provider.
- Library -provided by Lancashire County Council.
- NVQ courses in building and painting and decorating.
- Prison employment opportunities with privately funded enterprises including Calpac Amaryllis, and Recycling Lives
- Prison Shop – open to the Public

- Video Conferencing Suite.
- Visits Centre and facilities for family days.
- Waste Recycling Unit.
- Welcome Centre
- Workshops including Woodwork, bricklaying and painting & decorating

The following Agencies offer support at various levels in or to the prison:

- Achieve: volunteering and work placements
- Age Concern
- Arooj: A Social Enterprise, not for Profit Company
- Citizens Advice Bureau: deal with debt management & welfare issues
- CXL: careers advice
- Disability North West
- Drug Intervention Programmes: provide support on release via SMS (Substance Misuse Services)
- Job Centre Plus: Benefits advice
- Lancashire Probation Service
- Langley House Trust
- NA and AA: Narcotics and Alcohol Anonymous
- National Association of Prison Visitors
- NAVAJO: Gay & Lesbian issues
- P.O.P.S.: Partners of Prisoners: family issues & visits and children's playgroups
- Royal British Legion: Resettlement issues
- Samaritans: prisoner counselling, support & training of Listeners
- Shelter
- SOVA: Supporting Others Through Volunteer Action
- Wigan Offender Accommodation Resettlement Service
- Working Links –education/training guidance

Often internal committees take concerns from prisoners and external agencies are contacted by officers for advice and assistance.

Section 4

EXECUTIVE SUMMARY

4.1 It has been a challenging year for HMPK. The expectation within the Public Sector for efficiencies and the increasing prison population have added pressures within the establishment.

In its previous report, the Board stated that they had concerns around continuity in leadership. I am glad to state that the new Governor has now been in situ for just under a year and has made a positive and settling effect on staff and prisoners alike and although having to continue the Fair and Sustainable activity, he has kept all staff engaged throughout and Board members fully appraised to ensure that we are able to assure ourselves that the changes are not to the detriment of the men in the establishment.

As a resettlement establishment, Kirkham continues to do well. Staff and prisoners from HMP Kirkham entered the prestigious Southport Flower show and were awarded with the gold trophy for Best Design and Display and gold awards for Best Public Sector Display. A design was agreed in April and then about 30 men contributed to an impressive colourful display to symbolise the theme of 'pride'.

In 2013 HMP Kirkham came second overall in the Windlesham Trophy.

Her Majesty's Inspector of Prisons visited HMPK in 2013, they were in the establishment for a week and overall, gave the establishment an excellent report with mainly fine tuning of Strategic direction required.

4.2 The Board are still struggling with Board Compliment/membership/tenure but are keeping our heads above water, thanks to the outstanding effort from all current members. A Team Performance review conducted in November 2013 was very positive and concluded that an increase in membership to share the burden would address issues such as lack of BDO and more time for training and ad hoc meetings. We have conducted two recruitment exercises since the last report with the first resulting in no new members and the second hopefully resulting in 3 potential new recruits. It is essential that we take on new people as the next Triennial review will result in the loss of one key member with significant experience, placing additional pressure on the remaining volunteers.

Initiatives such as dual Boarding are not appropriate for the members of HMPK as we are just managing to maintain a status quo at the home establishment. Added to this there is no "local" like for like open establishment where no additional training and induction for members would be required.

There has been a reduction in staff and the current initiatives in place, including Fair and Sustainable and benchmarking, are having an impact on staff morale. A recent staff survey showed an increase in feeling part of a team but did feel that change within the service is being badly handled and not always felt to be an improvement. It is pleasing to see a high score for staff-prisoner relationships, also 76% of staff are happy in the service, even if they are unhappy with their pay and benefits. The IMB are pleased that there has been stability in the senior management roles, the current Governor was appointed in early 2013 and has had a settling effect on the establishment.

A local prisoner survey also took place in advance of MQPL visit in October 2013 [results not available at time of writing this report]. The local survey showed that only 50% of the men are content with the support received from their personal officers. The main black spots in the survey were over billet cleanliness [this survey coincided with the introduction of billet cleaning teams see para 5.8] and the fairness of applying ROTL [see para 5.5]. Additionally concerns were raised on the standard of the food and treatment at the server [see para 5.5].

The new IEP Policy does not appear to reflect life in an open establishment (see 5.8), there have been a number of issues with outdoor clothing for men who are working in the outdoors all year round.

The IMB feel that there are still issues with regard to the use and testing of the drug 'spice' in the establishment. The test kit, a 'dip' test provided by an external supplier, is only used in a handful of establishments and there is no right of appeal if a prisoner is adamant that they do not use spice. There is no detail available on how other factors [e.g. prescribed medication, health issues etc] may affect the test results from either a negative or positive prospective.

There has been a feeling among the men that large numbers of men are being shipped back to higher category establishments if they raise any issues or complaints at HMPK. Analysis on the statistics show that a number of men are sent back after a full risk assessment which shows that they were not yet suitable for cat D. Also a number of men will not comply with the SMS requirements and do continue to try and use drugs while at HMPK. Despite this analysis and the sterling work of the SMS team, the Board are still concerned about the number of men placed in SAU (a holding unit for the men's own safety/those awaiting transfer) indicating that men are not only arriving without the proper documentation but are plainly not suited to open conditions or would find it challenging to adjust to the Kirkham regime.

4.3 Particular Issues requiring a response:

HMP Kirkham appear to be receiving men who are not suitable for Category D life, there is a feeling that some men are coming from Cat B establishments and are not yet ready for life in Cat D [see paras 5.5 & 5.6].

4.4 Previous year's concerns:

For the last few reports we have stated that there is under utilisation of certain areas of the establishment. We have raised these issues with the Governors in residence and have been advised of the following:

- the Virtual Campus – little evidence that it has had a positive effect on the men, main use is limited job searches on data which is not in real time as the information has been downloaded at an earlier time.
- Big Bertha –the food macerator, this is currently not in use, a cost of £20,000 has been estimated to get it re-sited and ready for use. All food waste is currently collected for composting off site.
- Boss Chair in visits – this is mainly used to search men as they are moved out of HMPK to ensure they are not taking any items out of the prison that should not be in their possession.
- Video Conferencing suite – this is now in some limited use.

Staff sickness has been an issue but recent improvements have resulted in the Prison now achieving an overall green status in the Performance Rating System. There is a regional strategy in place to help reduce sickness in staff by offering support to return to work and examine the issues causing the absences. However the absences are not having a detrimental effect on the men.

SAU is still being used for methadone dispensing on a daily basis but plans are now in place to move to the Healthcare building in early 2014.

Section 5

MANDATORY REPORTS

5.1 Equality & Inclusion

At HMP Kirkham we operate under the Single Equality Act 2010. There is an excellent Diversity and Equality Relations Team under the direction of the Head of Residence and Safety. There are currently 7 Prisoner Representatives and all prisoners are treated fairly in the spirit of the Equality Act and any complaint is fully investigated

The cohort of older prisoners is circa 20, which is 3.2% of the prison population. There are 2 men over 70.

There are currently 15 disability live care plans in place, 5 of these needing PEEPS. There are a number of prisoners who experience mobility difficulties, they are supported by other prisoners with any tasks which require assistance. It is noted that other establishments have volunteer carers visiting the prisons, HMPK have prisoners acting as 'carers' and their help is very much appreciated.

The prison is fully committed to equality and inclusion and the eradication of discrimination at all levels. Anyone is free to challenge any decision which they feel is in conflict with this policy. During 2013 22 DIRF's have been submitted, Arooj have provided external monitoring on completed DIRF's and HMPK have received only positive feedback. Arooj also provide a successful 'drop in' centre in giving prisoners who may have diversity issues reassurance and help avoiding subsequent absconds.

There is also a Chaplaincy team in HMPK who have permanent staff on site covering most faiths and are able to call on representatives from other faiths if necessary. They are a busy team ensuring that all special religious days are marked. There is a Christian Chapel and a World Faith Room on the site.

Special meetings are held weekly for older and disabled prisoners, also kitchen areas are to be set up within Education for that group to attend a cookery course pending release. Wheelchair access is now possible to the on-site bowling green.

5.2 Education, Learning and Skills

HMP Kirkham has approximately 160 men per week taking part in internal training. This is similar to last year's figures. Level 2 English and Maths success rates are low nationwide, especially involving problem solving, however HMPK is achieving higher than the set benchmark. The change in the calibre of men being transferred to Kirkham is having an impact on the stability of the courses, more men have been put on report in the second half of 2013 that over the past 6 years.

An Ofsted inspection took place in November 2013, the team received an overall score of Grade 2 – good.

The longest waiting list for places is on a Jobseekers Course but this is due to ROTL issues as men waiting on this course are also approved for ROTL and are finding difficulty fitting in attendance at the course. An on-line Virtual Campus is available for the men to use 2

evenings per week, this is mainly used for job searches. Other than the job searches the toll appears to have minimal use.

The establishment is running a STEPS programme where the men are encouraged to work in small groups looking at the drivers and pivotal events in their life that have led them into crime. This course literally takes men on the steps through their offending and rehabilitation. Attendees on this course have to be recommended by their Offender Supervisor.

5.3 *Healthcare & Mental Health*

Mental Health

There is a new psychological therapy practitioner in post one day a week offering intervention for a number of issues including sleep, anxiety and stress. Referrals are via the GP or the mental health nurse.

Patient experience continues to be recorded on discharge, with good feedback. On the whole men are positive about their healthcare whilst at HMPK.

A Care Quality Commission [CQC] inspection was carried out in November 2013, all standards were achieved giving a very positive outcome.

Physical Health

HMPK is still continuing to receive lots of men with more complex diseases creating a burden on existing resources as the healthcare unit was initially established for short term prisoners. Men now have access to the Expert Patient programme, a former prisoner has been trained to act as a tutor on this course. The Expert Patients Programme (EPP) is a self-management programme for people who are living with a chronic (long-term) condition. The aim is to support people by:

- increasing their confidence
- improving their quality of life
- helping them manage their condition more effectively

For 3 years now the establishment has achieved 100% uptake of Hepatitis B vaccine.

5.4 *Purposeful activity (includes work)*

The local charities below offer work in the community for prisoners prior to release or paid employment:

- | | |
|---|---------------------------------|
| • Age Concern shops | Lytham, St Annes, Blackpool |
| • Aiming Higher | Blackpool |
| • Barnados shops | Blackpool, St Annes |
| • Blackpool Carers | Blackpool |
| • Claremont First Steps | Blackpool |
| • Donna's Dream House | Blackpool |
| • Fylde Borough Council | St Annes |
| • International Aid Trust | Preston |
| • Islamic Relief | Blackburn and surrounding areas |
| • Lowther Gardens | Lytham |
| • Princes Trust | Kirkham, Preston, Blackpool |
| • Marie Curie shop | Kirkham |
| • Methodist Church | Freckleton |
| • PDSA shop | Blackpool |
| • Preston Council for Voluntary Service | Preston |

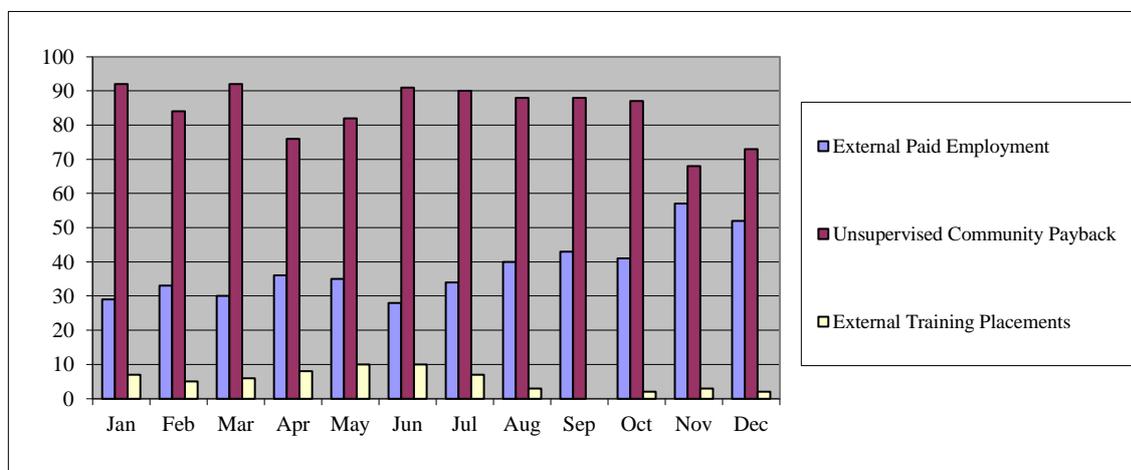
- Preston Muslim Society Preston
- Recycling Lives Preston
- RSPCA shop & centre Blackpool
- Samaritans Blackpool
- Shelter Blackpool
- St Cuthbert's Church Lytham
- St John the Evangelist Preston
- St Josephs Church Wesham
- St Michael's Church Kirkham
- St Paul's Church & Shop Ansdell
- Streetlife Blackpool
- Sue Ryder shop St Annes
- Supporting Our Brave Blackpool
- Trinity Hospice recycling Blackpool
- Trinity Hospice shop Blackpool, Bispham, Kirkham, St.Annes
- Turbary Owl Sanctuary Preston
- Warton Parish Church Warton
- Willows Church Kirkham
- YMCA shop Preston
- YMCA Gyms and Pools St Annes, Lytham, Kirkham

We also have various training placements offered to prisoners from the De Vere Hotel Blackpool and the Marriott Hotel Preston.

There are a number of joint enterprises taking place with external companies. CALPAC, Pets at Home, Amaryllis and DHL currently operate from HMPK. Expansion is taking place within Amaryllis, orders continue for the Woodwork Enterprise to reform office furniture for Amaryllis. A new cycle repair shop, under the auspices of the Margaret Carey Foundation, has been set up and is operational.

There are now staff skilled in Cleaning Professional Skills/Industrial Cleaning, accredited training is now taking place alongside local training. The cleaning suite received assessor accreditation in November 2012.

The table below shows the numbers of prisoners who undertook various placements or employment over 2013.



Source - HMPK Custody to Work team

There is a Farm shop, which offers goods grown or made on the establishment for sale to the public. On the establishment there are rare breed cattle which are looked after by the Farms and Garden team. There are also a range of greenhouses in which are grown tomatoes along with other salad greens and vegetable crops throughout the year and are offered for sale in the Farm shop as well as being used in local prisons and sold to local suppliers.

There are concerns over the safety of some of the former hangars which are currently in full use. Hangar 6 is being scheduled for demolition so space is being sought on site to relocate the main stores and CES, however most of the activity is funding dependant. Work has started in early 2014 to relocate a number of the activities in the hangar, this has resulted in a number of other areas relocating to make space.

There was a small fire in one of the hangars which was handled in an exemplary manner with full emergency measures invoked and followed to the letter.

5.5 Resettlement

Offender Management Unit has undergone a number of changes in staff and processes throughout 2013, but the Board are still concerned as we are being approached by prisoners who feel they are not getting their ROTL dates through in a timely fashion. OASys risk assessments nationwide have been out of date so an exercise has taken place to get all prisoners' records updated. Out of date OASys adds an additional layer of complexity and security issues when not in place for men transferring to an open establishment..

The offender management model is almost fully rolled out at Kirkham, each prisoner is allocated a named offender supervisor and case administrator within 3 days of arriving at the establishment. Within 14 days offender supervisors meet with the prisoner to review their resettlement plan, they are also given their ROTL dates. Prisoners are allowed 2 town visits and 1 home leave per month however their timetable will depend on their specific sentence and eligibility. Men are advised that ROTL is a privilege and can be withdrawn at any time.

Approximately 60% of the prisoners are entitled to town visits, HDC and ROTL. These privileges are very successful but there is an average of 2 men per month failing their ROTL. Overall the abscond rate is extremely low, average is less than 2 per month. This is mainly due to the support system in place in HMPK. There is an Information for Prisoners and Advice Centre [IPAC], a Support Centre and a team of 17 Listeners [trained by the Samaritans] who are all prisoners themselves, supported by a highly trained and motivated staff team.

5.6 Safer Custody

A locally based Safer Custody Survey took place during October 2013 and a safety action plan is now in place. There has been 1 death in custody from natural causes during 2013, an 82 year old, our oldest resident. A further death took place in HMP Preston of a prisoner from Kirkham who was transferred there for further medical care. HMPK has excellent family liaison in place, this was very apparent following these deaths, additionally the Board were kept fully informed.

There are 16 listeners in place, trained by the Samaritans. Throughout 2013 410 contacts were made to Samaritans.

There has been an increase in ACCT documents being opened in 2013, 34 against 21 in 2012. This is due to increased awareness by all staff of the need to open an ACCT and due to the calibre of men being transferred to HMPK. The largest number of ACCT's were opened in the SAU as there is a mistaken belief by prisoners that they cannot be transferred to a closed establishment if they are currently on an ACCT, a number of men use the "if you ship me out, I will top myself" line to try and prevent being moved.

There has also been an increase in Security Incident Reports being raised in 2013 along with an increase in anonymous information. Again this is felt to be due to the calibre of men being sent to HMPK and to further awareness by staff following the introduction of Mercury.

Staff have seen an increase in prisoners transferring to Kirkham with mental health concerns due to continued substance or alcohol misuse. These men are assessed on arrival and monitored carefully to check how they adapt to open conditions, especially if they have been in closed conditions for a long period of time. Kirkham IMB have concerns around the suitability of some of the men being sent to the establishment, and this was a concern in previous reports. Were it not for the vigilance and diligence of staff at HMP Kirkham, the establishment could easily be destabilised by men plainly unsuitable to be held in open conditions.

5.7 Segregation, Care & Separation, Close Supervision

There is no Segregation Block at Kirkham. It has been re-designated as a Secure Accommodation Unit (SAU) and is a Holding Unit for those offenders waiting to be returned to closed conditions.

The IMB are advised of all men who are to be transferred and they are offered an interview with us. 99% decline.

The IMB have some concerns around the use of the SAU but do feel that it has a place and purpose in an open establishment.

5.8 Residential Services (includes accommodation, food, catering and kitchens)

HMP Kirkham occupies the site of a former RAF centre so accommodation is spread over 24 billets providing single occupancy and an 80 bed double occupancy unit which has been adapted for all new arrivals to the establishment.

During 2013 a cleaning team system has been introduced, this took some time to become established as prisoners wanted to retain the cleaner to billet ratio. The team now seem to be working better and standards are increasing. Cleaning materials are made available through a nominated prisoner on each billet so all prisoners have access to materials to clean their own rooms.

The new IEP policy has been introduced to a mixed reception as a number of the restrictions are felt to be inappropriate to an open establishment, especially with regard to clothing issues when men are spending the working day outdoors in all weathers. HMPK have appointed a number of IEP champions to assist both staff and men in their understanding of the policy.

A number of issues have been raised verbally with the IMB with regard to treatment by staff in the food serving area. Most of the men who approached IMB were unprepared to put any complaint in writing due to fear of being moved back to a closed prison. IMB have

approached the Governor with these concerns who has made some changes to the serving and distribution of food. This issue was also borne out in the report from HMPI.

Section 6

HIGHLIGHTS of OTHER AREAS

.

6.1

Following the success of the 2012 Recovery Week the 2013 event was again a success. It was a week of events with a number of very inspirational speakers, attended by former inmates and current prisoners, many of whom gave testimonials. An insight was given into a number of current initiatives, i.e. collaborative working with police, prison, schools, youth groups getting visits to and from the prison, prisoners telling youngsters it 'as it is'. The SMS team have recently introduced tattoo removal facilities at the establishments. This allows men to have unsightly tattoos removed before they are released, it is hoped that the removal of these tattoos especially from the visible face and neck areas will aid their ability to secure employment.

Two prisoners from HMPK have completed the Princes Trust Lancashire Fire & Rescue Course.

The Prison Service has adopted use of the Civil service Continuous Improvement [CI] process. It is hoped that the implementation of CI will simplify processes by removing unnecessary steps and increase efficiency without having a detrimental impact on the prison or the prisoners.

There are excellent family liaison procedures in place at HMPK, this was very apparent following the deaths of 2 prisoners in 2013. Staff members along with the chaplaincy team met with the families of the bereaved to ensure they were supported throughout. Additionally the chaplaincy team set up a memorial service where men could attend who had been affected by the deaths.

HMPK has a local support centre which uses a number of men as mentors/guides for new arrivals, men are there available for anyone who wishes to drop in for a chat or needs some quiet time. Many of the men who volunteer in the Support Centre have found the establishment to be a helpful place where they have been assisted in their preparation for release.

A new interactive induction package has been prepared by a prisoner for use during the induction process of men being transferred to the establishment.

KISS – Kirkham Inmates Supporting Stroke. This initiative is run in HMPK gym, local people who have had strokes come to the gym twice a week to engage in a regime of exercise, carried out by prisoners and supervised by the gym staff. Unfortunately there is no certification or qualification to recognise the work done other than an entry on the prisoner's work record but all men involved state that gain a great sense of achievement when involved in this programme and this has proved purposeful year on year.

6.2

There continue to be issues with drugs, especially spice. Issues of legality have been raised over the 2nd spice test. There are regular finds of mobile phones, SIM cards and drugs, including steroids and other substances. All items found are seized and culprits dealt with through the adjudication process.

There has been a reduction in staff and the current initiatives in place, including Fair and Sustainable and benchmarking, are having an impact on staff morale.

The board is currently running at less than 50% of compliment, this has placed a large responsibility on the newer members of the board. One recruitment exercise took place in 2013 but there were no suitable candidates who wished to come to Kirkham. A new recruitment exercise is taking place in early 2014 so it is hoped that will increase the board numbers.

The number of complaints received have been creeping up, especially towards the latter part of the year. Most of these are related to the new national IEP policy, the numbers have now reduced so the board feel that the appointment of IEP champions along with education of the men as to behaviours expected is leading to a smoother transition of the policy. The Board have raised issues around misleading and contradictory communications circulating amongst the men in respect of IEP but that forums established by the establishment are addressing this

Section 7

7.1 THE WORK OF THE INDEPENDENT MONITORING BOARD

BOARD STATISTICS	
Recommended Complement of Board Members	13
Number of Board members at the start of the reporting period	7
Number of Board members at the end of the reporting period	6
Number of new members joining within the reporting period	0
Number of members leaving within reporting period	1
Total number of Board meetings during reporting period	11
Total number of visits to the Establishment	143
Total number of segregation reviews held	n/a
Total number of segregation reviews attended	n/a

7.2 IMB Applications

Code	Subject	2010	2011	2012	2013
A	Accommodation	0	0	0	2
B	Adjudications	1	0	0	3
C	Equality & Diversity	2	0	0	0
D	Education/employment/training	2	6	3	3
E1	Family/visits inc mail & phone	2	2	0	2
E2	Finance/pay			1	1
F	Food/kitchen related	1	0	0	0
G	Health related	2	2	2	0
H1	Property [within current establishment]	7	4	0	10
H2	Property [during transfer/in another establishment]			3	2
H3	Canteen, facilities, Catalogue shopping, Argos			0	0
I	Sentence related [inc HDC, ROTL, parole, release dates, re-cat etc]	7	3	6	5
J	Staff/prisoner/detainee concerns inc bullying	2	1	2	1
K	Transfers	5	1	0	1
L	Miscellaneous	4	4	2	6
	Total number of IMB applications	35	23	19	36
	Of total : number of IMB Confidential Access was:				

Section 8
GLOSSARY

DIRF	Discriminatory Report Form
HMPK	HM Prison Kirkham
OASys	Offender Assessment System
ROTL	Release on temporary licence
SAU	Secure Accommodation Unit
SMS	Substance Misuse Service