



## **Annual Report**

Independent Monitoring Board

### **HMP LEYHILL**

February 2010 – January 2011

Chairman: Judith Hurford

Vice-Chairman: Stephanie Fairhead

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## **1. Statutory Role of the Independent Monitoring Board (IMB)**

The Prisons Act 1952 and the Immigration and Asylum Act 1999 require every prison and Immigration Removal/Reception Centre (IRC) to be monitored by an independent Board appointed by the Minister of Justice 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 Minister of Justice, or any official to whom authority has been delegated, any concerns it has.
- 3 Report annually to the Minister of Justice on how well the prison has met the standards and requirements placed on it and what impact these have on those in its custody.

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

## **2. Description of HMP Leyhill**

HMP Leyhill is a Category D Open Prison in a rural setting and located off the M5 motorway between Bristol and Gloucester. From August 2009 the occupational capacity was increased to 532 with places for 110 life sentence prisoners and 422 determinate sentenced prisoners. The capacity has been reduced temporarily to 480 while the refurbishment of C unit takes place. The prison is unique in the open estate in that it accepts sex offender and child offender life sentence prisoners.

For those prisoners who need to show they have made progress in their offending behaviour to obtain parole, they need to be tested in the community. As a result these prisoners work towards obtaining work experience in the local community.

As an open establishment, HMP Leyhill has the responsibility to:

- Protect the public by holding prisoners committed to their care in a safe, decent and healthy environment.
- Prepare prisoners for safe resettlement on completion of their sentence by providing a variety of constructive programmes that target their offending behaviour, improve their education and work skills and promote good attitudes towards behaviour.

The learning and skills provision at the prison is funded by the Learning Skills Council as part of the South West Offender Learning & Skills Council (OLASS) and provides the following support to prisoners:

- |   |                           |
|---|---------------------------|
| • Information Advice and Guidance               | Tribal Ltd                |
| • Personal Development and Social & Life Skills | A4e                       |
| • Work Related Learning                         | Strode College and N-ergy |

### **3. Executive summary**

#### **A Issues requiring a response from the Minister**

In their last report, the Board expressed concern that an increasing number of older and disabled prisoners are remaining at the prison. Once again, the Board would like to know if there are any plans to create facilities more suitable for these prisoners; in particular for those unlikely to be released, for those who become ill; and for those who consider Leyhill to be their home. During the reporting period several older prisoners became seriously ill and the Board believes that the future needs of this category of prisoners should be taken into consideration. The Board invites the minister to set down the plans for older prisoners and how their future needs will be met.

#### **B Issues of concern requiring a response from the Chief Executive Officer**

In the previous report, the Board commended the NACRO (National Association for the Care and Resettlement of Offenders) programme for prisons working with older prisoners but queried the lack of funding to put the initiative into place. The cost of producing this programme was justified by the growing needs of the older prisoner. The Board has seen no evidence of this programme being put into use.

The Board would like to be advised how this important initiative will be included in the strategic planning for prisons like HMP Leyhill which is doing its best to meet the needs of an increasing number of older prisoners.

As in our last report, we note that short term prisoners arrive at the prison without sufficient time to find suitable work placements or even, in some cases, complete the induction programme period before release. The Board would like to know if this situation will be addressed in the near future.

Over the past few years HMP Leyhill has seen an increase in prisoner numbers but the Learning and Skills funding has not been increased to provide further hours to reflect this rise in population. The Board would like to know if this discrepancy has been identified for further consideration.

#### **C Issue of concern requiring a response from the Deputy Director of Custody (S. W. Region)**

The Board would like to know why some prisoners are still being sent to HMP Leyhill when they thought they were being sent to another prison. This continues to cause distress to those prisoners who have families living long distances away or are expecting to be sent to a prison where they can undertake the courses necessary to complete the terms of their parole. This leads to increased transport costs and unnecessary demands on staff time.

The Christmas Canteen remains an issue. At the beginning of the reporting period there was evidence of improvement, however, stock levels were not consistent and while more expensive items were available there was insufficient choice for those prisoners with little money to spend. This is the third year in a row that the service has proved to be inadequate.

The Board would like to know how this situation will be managed in future to ensure a better service for next Christmas.

## D Areas of excellence

- HMP Leyhill continues to demonstrate the fact that it has good strategies in place to manage risk well.
- Prison staff praise the Imam for his support of Muslim prisoners during Ramadan and view him as a knowledgeable and respected figure who plays a significant part in the life of the prison.
- The Prisoners Consultative Committee (PCC) works effectively with the Senior Management Team Governor to make some significant improvements in the conditions for prisoners.
- The Residential Governor and the Works Manager established regular monitoring procedures for the residential units in order to improve the living conditions for prisoners.
- The PE Department continues to provide excellent service.

## E Overall judgement

As recorded in previous reports, members of the Senior Management Team and members of staff fully support the Board when responding to queries. This has enabled members to carry out their monitoring role and further develop their overview of the complexities and difficulties involved in the management of the prison. Concerns raised by the Board were dealt with during rota duties, discussions with staff and at the regular monthly meetings with the Governor.

### 4. Leyhill Independent Monitoring Board

The main priority for the Independent Monitoring Board is to monitor the way in which the prison carries out its responsibilities with regard to its duty of care for prisoners. To enable this to be carried out successfully, the Board must work together as a team, have good communication networks to enable them to have a consistent approach and understand how to monitor effectively. Through the Annual Team Review, the Leyhill Board evaluates current monitoring procedures, identifies new strategies to focus on and seeks to further develop the monitoring role.

The Board began the reporting year with only nine members and a recruitment campaign was launched. After several delays, new members were appointed and by September had taken up their posts bringing the Board up to its full complement of thirteen. The new members began their induction, mentors were appointed and a full programme of support was put in place to give them an understanding of their role as independent monitors.

Members have taken a specific interest in the following areas and continue to monitor other aspects of the prison in a general way during rota duties.

Adjudications	Applications	Canteen	Drugs Strategy	Employment
Families Pathway	Healthcare	Offender Management Unit (OMU)	Prisoner Consultative Committee (PCC)	Psychology
Quality Improvement, Education and Induction	Reception	Requests and Complaints	Safer Custody	Security

Areas brought to the attention of the Governor for further discussion have included:

- Canteen provision
- Day Care Centre (Lobster Pot)
- Disabled prisoners
- End of Custody Licence (ECL)
- Fire audit follow up
- Foreign Nationals
- Healthcare (generally and cancellation of hospital appointments)
- Her Majesty's Chief Inspector of Prisons report (HMCIP)
- Integrated Drug Treatment System in prisons (IDTS)
- IMB participation with incidents
- Management restructuring
- Muslim concerns
- Prisoners' Consultative Committee (PCC)
- Rehabilitation (implications when courses are cancelled)
- Residential – Recesses
- Release on Temporary Licence (ROTL)
- Short term prisoners (coming to the prison/poor attitude)
- Staff relationships with prisoners
- Storybook Dads
- Through the Gate (TTG)

## **5. Acknowledgements**

I would like to commend all members of the Board for their hard work and commitment to their role as independent monitors and to thank them for their excellent teamwork throughout another difficult year with only nine members and for the care and concern they always show towards prisoners faced with difficult problems.

On behalf of the Board I would like to thank the Governor, the Senior Management Team and the Business Support Unit as well as all other members of staff at HMP Leyhill for their support, advice, help and patience while dealing with our queries.

Throughout my three years as Chairman, the Board have been most fortunate in having had excellent support from the IMB Clerk. The professional way in which she has carried out her responsibilities in support of members has been exemplary and, in particular, during the recruitment campaign her advice and well researched information made the whole process a smooth and successful experience. I would also like to thank the Deputy Clerk for all the support and help he has given us during the past year.

We continue to be encouraged to go to any member of staff and, in particular, the Governor with any query or concern we may have and in doing so have always been treated with courtesy and respect. As a result, we have felt confident that the issues raised have been taken seriously and dealt with. The positive professional relationship that has been established between the Governor, his staff and the members of the IMB has been to the benefit of prisoners at HMP Leyhill.

Judith Hurford

## 6 Adjudications

Various members of the Board attended and monitored a number of adjudications throughout the reporting period. We are satisfied that the appropriate procedures were followed and that the adjudications were conducted in a fair and professional manner.

## 7 Applications to the Board

CODE	SUBJECT	
A1	Adjudications - internal	5
A2	Adjudications - external	
B1	Property related to previous prison/IRC	7
B2	Property related to (HMP.....)	2
B3	Canteen/Argos/Facilities List	
C	Health related	7
D1	Visits	2
D2	Resettlement Issues	5
D3	Mail/Pin Phones	
E1	Employment/Education	9
E2	IEP (incentives and earned privileges)	
E3	Rule 45/49	
F	Food/Kitchen related	2
G1	App about staff (inc. Bullying)	3
G2	App about prisoners/detainees (inc. Bullying)	
G3	App for staff	
H1	Basic sentence (inc. Remand Time)	2
H2	(HDC) Home Detention Curfew	6
H3	Immigration/Deportation	2
H4	Categorization	
H5	Police Days	
H6	(ROTL) Release on Temporary Licence	24
H7	Parole Board	3
I	Transfers	5
J1	Cell quality	1
J2	Wing/cell allocation	
J3	Complaints:- forms/procedures	
K	Miscellaneous	7
	Confidential	
<b>TOTAL NUMBER OF APPLICATIONS</b>		<b>92</b>

During the Reporting Period the Board received 92 applications. This was an increase of 24% over the previous year. The main sources of applications were:-

	2010-11	2009-10
HDC	6%	15%
ROTL	26%	27%
Property	10%	13%
Transfers	5%	12%
Employment/Education	10%	2%
Health Related	7%	-

The overall number of applications to the Board remains low for an establishment of this size. The increase in applications referring to Employment/Education and Healthcare was noted by the Board.

## **8 Canteen**

At the close of the previous reporting period the Prisoner Consultative Committee (PCC) expressed frustration at the lack of consultation over their repeated requests for items to be included on the Canteen list. Once again this was not the fault of DHL, who are responsible for the packing and distribution of canteen orders, but the lack of availability of stock from the supplier.

At the start of the current period, after monitoring the list, the PCC found only four out of their eighteen items included and noted that “once again, the PCC’s recommendations have been mostly ignored and the prisoners’ wishes have been dismissed.” However, by the very end of the period the situation improved, due to the PCC’s persistence, and 23 prisoner requested items were included. It is noted that this was the first time the prisoners’ voice has been taken into account in this area since the tendering system was introduced.

As in the previous report, concerns were expressed about the inability to provide a consistent supply of Christmas items. Once again, the Board monitored the situation and, while initially all went well, the stock levels were inconsistent and while more expensive items were available there was insufficient choice for those prisoners with little money to spend. This is the third year in a row that the service has proved to be inadequate.

On the whole, the canteen sessions went well with fewer complaints from prisoners and fewer lost canteen sheets. Whenever members of the Board monitored the sessions, they were impressed at the way in which the DHL staff dealt with prisoners and the way they handled their concerns.

## **9 Chaplaincy**

The Prison Chaplain retired at the end of the reporting year and the Board greatly appreciated the support he gave them throughout his chaplaincy period. He was an inspirational figure for those he ministered to and will be missed by all members of the Leyhill community.

Ramadan was most successful and the Security Department complimented the Imam on his support for the Muslim prisoners during this time referring to him as a very knowledgeable and respected Elder who plays a significant part in the life of the prison.

## **10 Day Care Centre (Lobster Pot)**

The Lobster Pot is a centre for men aged over 50 and run by a manager provided through Resettlement and Care of Older Ex-offenders and Prisoners (RECOOP) together with a regular core of volunteers who provide a variety of skills.

The aim is to provide a ‘One Stop Shop’ for over 50s, to provide relevant information and advice on a range of subjects pertaining to release and resettlement, to provide a range of strategies in accessing healthy living lifestyle choices and to continue to provide purposeful activity for all older prisoners. In all of these aims the club has proved to be extremely successful and is an excellent resource for HMP Leyhill.

Although there were concerns due to the delay in moving this facility from Healthcare to its new premises, the club has continued to make good progress.

## **11 Drugs Strategy**

Drug strategy meetings have been observed and monitored throughout the Reporting period. The Board notes the development of a revised Drug Action Plan which targets drug abuse within the establishment and reflects the cooperation and coordination between departments.

Good practice noted by the Board included:-

- counselling, assessment, referral, advice and throughcare relating to drugs (CARATS) being mandated to address Alcohol Awareness
- a Black Awareness Group being established via Nilaari
- support provided by Narcotics Anonymous
- the high number of prisoners on Compact Based Drug Testing
- an emphasis on Steroid Education within the P.E. Department
- the development of a "Life Style" Intervention Plan by the PE Department
- the use of tracking equipment by the Through the Gate team
- the success of Intelligence targeted testing within Mandatory Drug Testing (MDT)

Throughout the Reporting Period a good deal of time went into the planning and establishing of the Integrated Drug Treatment Service, although no patients arrived at Leyhill during the reporting period. The impact of this scheme will require careful review and assessment.

## **12 Diversity**

The disciplines under the umbrella of Diversity are regularly monitored by the use of the Smart programme that provides up to date information for the Senior Management Team. All functions are working well.

## **13 Enterprises and Labour Pool**

The labour pool manages the work available for prisoners working within the prison site and is responsible for the groups who work out under escort. There have been a number of successes during the period with re-cycling becoming more efficient; the Sawdust Compacting Unit continuing to be commercially viable; the Print Shop with work from The Ministry of Justice; and the Laundry maintaining its good service for other prisons.

Effective training is provided in the Carpentry Shop, with some prisoners using the experience gained to take up employment in this area upon release. The Car Valeting and Transport Section provides a useful service for the prison with vehicles being maintained and used to transport prisoners to outside work placements.

Unfortunately, the Stacker Truck Training Courses had to be discontinued due to the high costs involved and the length of time taken to train individuals.

The number of Through the Gate workers has remained fairly constant but there is a concern that the potential for cuts may have a detrimental effect in the future.

## **14 Families Pathway**

A new play co-ordinator was appointed through the Prison Advice and Care Trust (PACT), a charity working with prisoners and their families. The play co-ordinator shares her time between HMP Leyhill and a local prison and is supported by the PACT Play in Prisons Team. As a result of this appointment, crèche facilities for prisoners' children have been greatly improved and managed. Three Family Days were held during the year and provided an excellent opportunity for prisoners to spend quality time with their families. These events are always a great success and are greatly appreciated by the family members able to attend.

Several initiatives have taken place to improve the facilities for visitors and prisoners recently and the Board is aware of the good work being carried out by those responsible for this Pathway. Unfortunately, as in the previous reporting period, Board members were disappointed that the Storybook Dads initiative to develop an editing suite on site had not taken place. There has been the promise of training and equipment to make this possible but at the end of the period this has not yet been realised.

## **15 Healthcare**

Since March 2010 clinical services have been delivered through Bristol Community Health, the pharmaceutical services through Lloyds Chemists and mental health care by Avon and Wiltshire Partnership Trust.

From the implementation of the new contract in March 2010 nursing staff have been shared between two sites: HMP Leyhill and HMP Eastwood Park. The new contract model was a reduction in both numbers and grades of staff and this led to some difficulties. Continuity was achieved by the General Practitioner services continuing to be delivered by the locum service. Mental health care was delivered by a full time mental health nurse. However, there continues to be no back up cover in cases of illness or annual leave.

During the period some prisoners' outpatient appointments were cancelled at short notice. At times this was due to the unavailability of escorts but was largely resolved on the reinstatement of an experienced member of staff provided by the 'Bank' to deal with the administration.

The Integrated Drug Treatment Service went live in January 2011. It is not thought that there will be large numbers of prisoners eligible for this Methadone Maintenance Programme in the open estate.

The Board has noted the increasing age of prisoners and the associated health issues, e.g. dementia and serious illness potentially leading to death in custody, and will continue to carefully monitor healthcare services available for this group of prisoners in an open estate.

Despite some concerns during the first year of the new contract, healthcare has continued to be delivered to a good standard throughout the establishment, and the presence of an on-site IDTS nurse allows medication to be delivered to prisoners at the weekend, which is particularly helpful to those who work out.

## **16 Induction**

Induction is a two week process designed to support all prisoners arriving at HMP Leyhill. The first night is spent in a small self-contained annexe with a prisoner orderly on hand to answer questions and help the new intake settle in. The PCC and members from the Advice Centre deliver the first night induction which covers basic information on what to expect at Leyhill, telephone call, visits etc. The Induction timetable is explained and a variety of forms dealing with induction, disability, race equality and the custody compact are completed. Inductees receive an induction booklet and are introduced to the "touch screens" from which they can obtain further information.

The induction process is a difficult task for staff as they are dealing with a wide range of prisoner categories: from short term prisoners, who have not been in prison previously, to lifer prisoners, who have been a part of the system for many years and feel they should be treated differently. Some of the former group may barely finish their induction before being released with no opportunity to take part in courses to address their offending behaviour or be given the opportunity for a work placement. The Board considers this is a cause for concern.

## **17 Learning and Skills**

Good progress was made throughout the Learning and Skills Department during the reporting period despite large movements of prisoners, many with short sentences, in and out of the prison. The discipline and work practices of the prisoner orderlies was further developed which helped to create a better working environment. Over the past few years HMP Leyhill has seen an increase in prisoner numbers but the Learning and Skills funding has not been increased to provide further hours to reflect this rise in population.

Strode, A4e, Tribal and N-ergy are the providers for Learning and Skills at the prison with support from The Way4ward, through European funding, and Tomorrows People, who are privately funded. Problems occurred when one of the providers had its hours cut due to its contract being re-negotiated and this impacted on prison staff. A new Recruitment Office opened with internet access provided and managed by N-ergy staff for supervised contact with potential employers to arrange interviews for prisoners. There has also been progress on work placements which have led to work on release with a nearby local authority and it is hoped that this will be extended to other authorities in the near future.

## **18 Offender Management Unit (OMU)**

The OMU plays an important part in delivering opportunities for prisoner resettlement through Release on Temporary Licence (ROTL) in its various forms. In an establishment where preparing the prisoner for release into the community is a key activity, the management of this process is a high profile and important activity and one that requires significant resource.

For many prisoners ROTL is a high priority due to the fact that having arrived at an open establishment many of them are at the end of their sentence. As a result, there is an expectation that it will be available in a very short timescale. It is perhaps not surprising, therefore, that of the 92 applications received by the Board during the period, 32 were associated with ROTL.

Inevitably, the number of applications for ROTL is directly linked to the number of prisoners arriving at the prison with a remaining sentence that qualifies them for ROTL. The higher the turnover of prisoners, the higher the workload in delivering opportunities for which the prisoner is due.

Changes to the staffing arrangements took place during the reporting period and had a positive impact on dealing with the workload in this area. The introduction of a revised policy for release on ROTL has, in the first instance, delivered a reduction in the number of applications and, perhaps more importantly, established clear and unambiguous guidance for the prisoner and a firm basis for staff to work with. Nevertheless, many prisoners continue to arrive at HMP Leyhill with an unrealistic expectation of the opportunities for ROTL that will be available to them and as such this continues to be a source of frustration to many. The recent appointment of a member of staff to liaise with sending prisons and a proposal to make the terms available to prisoners before transfer to HMP Leyhill should go some way to helping ease that frustration and reduce the number of inappropriate applications to the OMU for ROTL and to the Board for resolution.

## **19 PE Department**

As in previous reports, the PE staff continue to provide a good service for the prison population. The development of a "Life Style" Intervention Plan by the PE Department includes regularly working with older prisoners.

## **20 Prisoners' Consultative Committee (PCC)**

Monitoring PCC meetings continues to be a priority for the Board as it provides a most useful insight into prisoner concerns. The Board has noticed a greater awareness of the importance of the role of the PCC within the prison and more managers are working with them to develop an overview of prisoners' views on a variety of issues.

The committee regularly met with a member of the Senior Management Team on a variety of topics throughout the reporting period and this led to significant improvements in conditions for prisoners as a result. Some examples of successful negotiations:

- a post was created for and a PCC orderly appointed, an office was made available for prisoner drop-in sessions and the office was supplied with a computer and printer for the administration work carried out by the group;
- changes to the Release on Temporary Licence policy went smoothly as a result of discussions held with a member of the SMT;
- excellent follow-up over prisoner concerns regarding residential issues through close working relationships with the Residential Governor; and
- eligibility of escorts for town visits was further developed after a request from the PCC.

Although there were continuing concerns regarding the Canteen, successful outcomes included: better provision of meals for those working out; working out practices; payment of wages; older prisoner issues; diet requirements for diabetics; and a protocol for the treatment of visitors was introduced.

The Board has been impressed at the way in which the concerns have been resolved and, once again, would like to commend the SMT Governor for his excellent working relationship with the PCC. Members of the committee have greatly appreciated the support given to them and the SMT Governor was given a vote of thanks for his contribution to their success. The Board was also thanked for its involvement.

## **21 Psychology**

Over the period the department has run down its delivery of programmes, and has one more Cognitive Skills programme to complete in January 2011, after which prisoners will be expected to arrive at the prison having already completed all programmes required of them. At this stage, the department will concentrate on its work with assessment, reviews and sentencing boards, and Sentinel work and training. The Sentinel Programme continues to be an effective tool in working with the more serious offenders held at the prison.

A main concern was the rise in Imprisonment for Public Protection (IPP) prisoners, who need thorough assessment if they are serving indeterminate sentences. The numbers have stabilized at around 16 or 17 and at times have not been fully assessed before arriving at HMP Leyhill due to their having been treated as determinate prisoners in category B or C prisons. When this occurs, the assessment process at Leyhill can then throw up areas of concern that the prisoners need to address before being considered for release and this may necessitate a move back to closed conditions for the relevant course to be taken.

The department works hard handling very serious cases that demand a high level of professional care and input. It is to lose one member of staff, which will stretch their resources further but it continues to work well as a team and support the work being carried out in the rest of the prison.

## 22 Reception

The Board continues to monitor those prisoners arriving at lunchtime and having to remain on the transport.

There is concern by the Board that some prisoners arrive at HMP Leyhill believing they were being transported elsewhere. This issue causes distress to prisoners whose families live long distances away and also to those who find they do not have the opportunity to undertake courses necessary to complete the terms of their parole.

Board members who have observed receptions or departures of prisoners have been impressed by the careful way they have been dealt with and by the considerable amount of work involved.

The PCC have brought many instances of long waiting times for prisoners on their return from work to the attention of the SMT for discussion. As a result, Reception Staff are constantly trying to make improvements to the management of prisoners going out and returning from Release on Temporary Licence or from working out. The changes have shown some success and made better by the opening of a waiting area for those returning during inclement weather.

## 23 Requests/Complaints

### A Annual figures

answered within target dates			answered outside target dates		
stage 1	stage 2	stage 3	stage 1	stage 2	stage 3
414	28	5*	2	-	-

\* (2 to the Regional Manager)

### B Subject matter of complaints

	2010-11	2009-10
HDC (home detention curfew)	10%	15%
ROTL (release on temporary licence)	16%	15%
Property	11%	17%
Money/Wages	11%	8%

### C Overview

The prison's Request/Complaints procedure deals effectively with the majority of the issues raised and responds within target dates. The number of request/complaints is an increase of 2% on the previous reporting period and the source of Request/Complaints reflects the population distribution across the units.

Applications to the Board have also increased during the same period but the Board does not see these changes as significant and the nature of the Board applications continues to reflect the subject matter of request/complaints made to the prison.

## **24 Residential**

Part way through the reporting period the PCC met regularly with the Residential Governor. The focus of the meetings stressed the importance of mutual co-operation between staff and prisoners to ensure prisoners were able to live in a safe environment with access to clean, hygienic living conditions while at HMP Leyhill.

A survey was carried out on the recesses in residential units by the PCC and a plan of action was drawn up between the Residential Governor and the Works Department for the refurbishment of the areas identified where funding allowed. Since then, tours of the units have become a regular feature and as concerns are identified action is taken to sort out the problems.

It was necessary to undertake volumetric control measures in order to reduce the excessive amount of kit held by some prisoners. Problems would often arise when prisoners were transferred and could be a cause for a dispute over property at a later date. This was carried out successfully.

Prisoners continue to comment to Board members about the quality of the food on offer and, while the Board encourage them to make their comments known, it was rare to find a comments book on display within the dining area. While this has now been rectified, the books at either end of the Dining Room are not well displayed resulting in a lack of comments in the books. The new Day Care Centre for older prisoners is reported separately.

## **25 Safer Custody**

The Safer Custody team continues to meet quarterly to review work with vulnerable prisoners and those involved in anti-social behaviour. Meetings are well attended by staff from most departments in the prison. The Samaritans and two Listeners also attend and give reports.

Despite the prison being almost at capacity for most of the year, the number of Assessment Care in Custody Teamwork (ACCT) books opened has been significantly lower than for the same period in the previous year. Those opened have been mainly on younger prisoners (under 35); all have been white and most have been in their first six months at Leyhill. Low spirits and self-harm are still the commonest causes followed by mental health problems, the latter being the reason for one man's return to closed conditions.

Each case is dealt with thoroughly, procedures are followed and considerable effort is put into maintaining good communications with the prisoner. The system can be flexible to adapt to particular individual problems. Overall the treatment of ACCT prisoners is good and results of the exit survey indicate that the majority of prisoners feel safe at Leyhill.

Work has also continued in violence reduction and dealing with anti-social behaviour. Undoubtedly, many incidents are related to drugs in one form or another. Incidents or complaints are followed up as actively as possible, but this may be limited by the wishes of the victim. It is not uncommon to find that once an investigation into the matter has begun, the reverse of what was first reported is discovered and the "victim" can be found to be the perpetrator.

When prisoners have an adjudication and found to be at fault, a reduction in privileges may be used where appropriate. Transfers out are carefully targeted but accommodation pressures in the prison estate mean they are used sparingly, but can be an extremely effective deterrent.

## **26 Security**

Significant quantities of alcohol have been found from time to time during the period as well as finds including mobile phones and muscle enhancing substances.

Security information, from a wide range of sources, is used to monitor prisoner behaviour and as a result the Security department has established an excellent record of monitoring at risk prisoners and a wide range of interventions are used to manage that risk.

Alcohol, drug, mobile phone abuse and absconds are regularly targeted using a range of tactics including zero tolerance when alcohol is found; moving out prisoners awaiting the independent adjudicator; acting on security information to move out prisoners involved with drugs; using the area drug dogs team to search rooms; and using the new Release on Temporary Licence policy procedures to ground prisoners.

The prison capacity is 532 but due to the refurbishment of one of the residential units the numbers have been reduced to 480 until the work has been completed.

## **27 Through the Gate**

The Through the Gate team manages work experience for prisoners, particularly for those who have had lengthy sentences and need to prove they can behave appropriately within the community prior to their release. Some prisoners go out to work on a daily basis while others, more difficult to manage, work out in escorted groups. The number of prisoners working out has increased to around 130 as a result of new placements becoming available.

Prison officers regularly monitor the prisoners working in these placements to ensure the work is suitable and the experience successful. The opportunity arose for some prisoners to become drivers of prison vehicles thus enabling an increased number of prisoners being taken to their work placements. These vehicles are closely monitored while out of the prison.

## **28 Training of Board members**

Four new members have been appointed to the Board and a fifth will join the Board in the new reporting period. Mentors have been allocated and experienced members are working together to ensure the new members are given a good induction period. The new Chairman and Vice-chairman have had training for their respective roles and the new Board members will receive their training in the near future.

The Board have had the opportunity to have had training in the P-Nomis system used by the prison; have been inducted into using secure e-mail; a member went on a media course; and several other in-house training sessions have taken place.

Members of the Senior Management Team have spent time giving the Board an overview on a variety of issues to include the new Release on Temporary Licence policy, the changes taking place under the new Healthcare contract; and management restructuring.

The Board had a most informative visit to the National Tactical Response Group at Kidlington and Board members from HMP Gloucester and HMP Guys Marsh visited HMP Leyhill. Two members attended the National Conference for IMB members.