



HMP/YOI Littlehey

Independent Monitoring Board

Annual Report

February 2013 – January 2014

Statutory Role of the IMB

The Prison Act 1952 requires every prison to be monitored by an Independent Board appointed by the Secretary of State for Justice from members of the community in which the prison is situated.

The Board is specifically charged to:

1. Satisfy itself as to the humane and just treatment of those held in custody within the 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, of any concerns it has.
3. Report annually to the Secretary of State on how well the prison has met the standards and requirements placed on it and what impact these have on those in its custody.

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

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1. Description of the Prison

HMP/YOI Littlehey is a Category C (Cat C) male training prison and a Young Offender Institution (YOI) for 18 – 21 year old males, located near Grafham Water in Cambridgeshire. The Cat C prison opened in 1988 as an integrated sex offender prison and the YOI opened in February 2010.

- 1.1 The operational capacity of the Cat C prison is 726 (compared to a CNA of 663). The Cat C side has four main wings and an Induction wing holding 99 prisoners in double cells. There is also one constant observation cell on this wing. There are two further enhanced wings housing prisoners who are looking to move to open conditions on release. There is also a drug rehabilitation wing. There are currently 77 single cells adapted for dual occupancy.
- 1.2 The residential accommodation is supported by a kitchen, healthcare centre, education and workshops and a gymnasium.
- 1.3 At the end of January 2014 the Cat C population comprises 47 nationalities with 36 languages spoken.
- 1.4 The operational capacity of the YOI is 480. The YOI has not been at full capacity during the reporting year due to staff shortages elsewhere in the estate, and due to ongoing floor refurbishment problems this has led to one wing closing completely for two months and partial wing closures for over half of the year. Therefore the average population for the year has been 364.
- 1.5 The YOI consists of four accommodation blocks, supported by an education block, vocational training workshops, a gymnasium, kitchen, healthcare centre.
- 1.6 At the end of 2014 the YOI comprises 32 nationalities with 32 languages spoken.
- 1.7 Shared facilities for both prisons consist of: a reception area, clothing exchange, an all-weather sports pitch and the visits hall.
- 1.8 The co-ordinating Church of England Chaplain is supported by a further four Chaplains in the prison as well as visiting Chaplains. Facilities are provided for, amongst others, Catholic, Free Church, Muslim, Hindu, Sikh, Jewish, Quaker, Mormon, Jehovah Witness, and Pagan prisoners. The chaplaincy organizes volunteers from Christians against Poverty, Prison Fellowship, and prison visitors to come into the Prison.
- 1.9 The prison is categorised as a level 2 for healthcare and Cambridgeshire Primary Care Trust provided healthcare services and drugs strategy up until April 2013. It was then taken over by NHS England. Mental Health In Reach services are provided by the Peterborough and Cambridgeshire NHS Foundation Trust. Drug and Alcohol Treatment is provided by Cambridgeshire Inclusion.
- 1.10 A4e are the education supplier. Tribal (now the Careers Advisory Service) and NACRO provide resettlement services.
- 1.11 The Visitor Centre is located outside the prison and is run by the Ormiston Trust. The dedicated staff and volunteers provide the booking line, as well as refreshments in the Visitor Centre and the Visits Hall. Visits are six days a week, with morning and afternoon sessions alternating between YOI and Cat C prisoners.

2. Executive Summary

The Board congratulates all in the prison for delivering a safe and secure establishment where prisoners are treated with decency.

As with every other prison this year, all activity in the prison has been driven by management to deliver the changes required by NOM's programmes *Fair and Sustainable* and *New Ways of Working (NWOW)*. These implementations should result in future cost savings for the Prison Service. Like with any change, it has created uncertainty which affects staff morale and we have seen experienced staff leave and the number of managers decline. In particular the Board fears that this will affect the Personal Officer Scheme, of which the Board is highly critical and the good order and safety for prisoners and staff within the prison. During this period of change, staff have been detailed to go to other establishments afflicted with similar staffing problems. K Wing (YO side) was also closed for two months completely, while repairs were being made to the floor, caused by the continuing effects of poor building specifications.

Deficiencies in the provision of purposeful activity was noted in the last Annual Report. The Board's concern at the closure of too many classes in education this year was so great that this was expressed in a letter to the Deputy Director of Custody, DDC, with a copy to the Minister. It was a matter of regret to the Board that there have been too many closures of workshops and classes due to a reduction in permanent staff. Press reports of unsuitable products also contributed to a reduction of time out of cell. Sex Offender programmes are still not sufficient for a Cat C prison where at times the percentage of sex offenders reaches 86%. Activities for the aged are still poor but improving. Sentence planning continues to be interrupted by turn-over and loss of staff in the Offender Management Unit.

There is a good story to tell of the delivery of both primary and mental health. We note however, that the Cambridgeshire Commissioners have not come to a final decision about an overall provider for the prison, leaving the Healthcare manager in a difficult position.

The Board regrets that, amidst significant reorganisation in the prison estate, the opportunity has not arisen and been taken to reduce the use of single cells for double occupancy. Perhaps NOMS could consider this as a matter of urgency especially with the proposed re-role to an all adult estate.

The Board regrets to report that despite the Minister's response to the 2013 Annual report, it has only now learnt that Prisoner X, the ISP prisoner with some memory deterioration, may be leaving the prison soon. The Board continues to hear complaints from other prisoners with Indeterminate sentence for Public Protection (IPPs) over their tariff. These prisoners often have difficulty in finding ways of reducing their risk of reoffending to the satisfaction of the Parole Board due of the lack of suitable courses, while prisoners with a similar index offence have been freed long since.

3. Questions

3.1 Questions for the Minister

- 3.1.1 Does the Minister appreciate that the cuts and the constant changes being imposed may have a negative impact on reducing reoffending?
- 3.1.2 The Board regrets that, amidst significant reorganisation in the prison estate, the opportunity has not arisen and been taken to reduce the use of single cells for double occupancy. Could the Minister consider this as a matter of urgency?

3.2 Issues for the Governor

- 3.2.1 The Board has raised concerns regarding the Personal Officer Scheme as when asked, many prisoners do not know who their first point of contact is and indeed on one wing on the YOI, there were no officers assigned to prisoners because of staff shortages. The Board would have welcomed Personal Officer input into segregation reviews and also a consistent input into the prisoners log on C Nomis. The Board is concerned that this important role will not be given the specific emphasis in the officer rosters which place them in many locations during their shift. This does not help in building relationships between staff and prisoner. The Board believes that many general applications and complaints could be satisfactorily resolved if the personal officer scheme was working well.
- 3.2.2 There have been several senior manager changes during the year. A consequence of this is the lack of consistency of managing the prisoners in the segregation units. The Board is pleased that Care Plans are now routinely introduced for those prisoners who have been in the segregation unit for thirty days. The Board will continue to monitor closely the ongoing management of these prisoners as the Segregation Unit comes under the management of Safer Custody.
- 3.2.3 The Board raised their concerns of missed healthcare appointments during the year and at one point in November counted 8 missed appointments in a day. The reasons given for this were the failure of a new system for appointments (WLBT), C Nomis, the lack of willingness of staff, and the NWOW. The Board will continue to monitor this.
- 3.2.4 Yet again, the OMU has suffered from re-deployment of officers. On average, 104 hours were lost per month through redeployment, leading to delays in prisoners having a sentence plan.
- 3.2.5 The Board has observed the disruption of prisoner transfers since the post of transfer clerk was made redundant under fair and sustainable. Offender supervisors, Security, Operations staff and Governors have all been involved in transfers. This has led to inappropriate transfers in (no suitable courses, non sex offenders on the cat C side and young sex offenders arriving in the YOI) and delays in transfers out as no relationships are built up with other prisons.
- 3.2.6 Throughout the year the Board has raised issues where behaviour has not been challenged by staff. Examples of this include noise on C wing, smoking in inappropriate locations and the YOs spending too much time in bed.
- 3.2.7 For the second year running the Board reports that the YOI Forum has been disappointing throughout the year. It has run on the due date twice. Understandably there has been variable support from other departments. Wing reps have been unable to fulfill their role. What does the Governor intend to do in order to give this meeting higher priority?
- 3.2.8 The Board observed the disappointment for both prisoners and attendees when the decision was taken to stop the outside disability group coming in to use the gym.
- 3.2.9 The Board has monitored staff shortages across the prison during the year. These include some co-commissioned departments like Healthcare, Education, Chaplaincy, Programmes, as well as Officers and OSGs. This has an impact on regimes and activities but this

combined with the new ways of working, appears to be having a major impact upon the staff morale. Many officers are feeling undervalued as their role feels like it has been de-skilled.

- 3.2.10 Whilst New Ways of Working has only impacted on one month of the IMB reporting year the Board is concerned regarding feedback from prisoners and uniform staff regarding a gap in 'man management' on the wings. Prisoners do not see Supervising officers or Custody Managers (CM) on the wings on a regular basis as these roles are not static to a fixed area. Likewise for CMs spending one to one time with staff (outside the appraisal system) does not happen because of the mobility of the role now. CMs rarely spend any length of time in one location therefore do not build up knowledge of the individual prisoners.

4. Highlights of the Prison

- 4.1 The Board continues to be impressed with how the catering department manages to deliver the food it does given the daily budget allowance. Specifically, the Board highlights the special care given to what the department produces for Family and Lifer days, as well for the religious festivals, for example, the Samhein Festival of Pagans.
- 4.2 Some YOs on ROTL have been involved in community service, where they are able to develop links with the Community. The Prison has built a good relationship with the charity Sue Ryder. The Board is pleased to see the Prison organizing such activities, and prisoners engaging with the local community.
- 4.3 Trailblazers is a charity delivering a through the gate mentoring service for Young Offenders. During the year, 70 young people have been mentored six months prior to release and for 6 months after release. This has resulted in only two young men being recalled.
- 4.4 After years in the planning and preparation, the Board was pleased to see the first greyhounds arrive to be looked after by 4 young offenders. The young men look after the dogs in what used to be the basketball court. The greyhounds are looked after by the prisoners until new, permanent homes can be found for them. The prisoners can also receive a qualification in Level 1 in Animal Care.
- 4.5 After the Board received applications from Young Offenders regarding debt problems and noise at night, it appeared many young men were involved with late night gambling programmes on TV. The Board was pleased when the Governor managed to turn the TV off centrally to stop this.
- 4.6 The prison runs an effective Duke of Edinburgh Scheme. The Board is pleased to note there have been 16 successful completions of the scheme over the last year.

5. Safer Custody

5.1. General

The Board has welcomed the introduction of the Weekly Complex Needs meeting where individual prisoners are discussed and their progression agreed by the multi disciplinary team that attends.

Regular safer custody meetings have been held attended by representatives from the listeners and buddies.

Assaults on staff have reduced from 45 last year to 38 this year although the Board feels that 38 is too many. The reported prisoner on prisoner assaults for the year was 176.

5.2. YOI

Whilst acknowledging that the average YOI population was 364, compared to the operational capacity of 480, the trend for self harming and Assessment and Care in Custody Teamwork (ACCT) plans open has decreased year on year for the second year running. There were 93 ACCTS opened compared to 100 last year and 79 self harm incidents compared to 100 last year. The Board commends the wing staff, together with security and safer custody on this continuing trend

5.3. Cat C

The Board has felt that Population Management Unit (PMU) has been sending prisoners who do not fit the Littlehey criteria. Some were sent from closing establishments eg Kingston and Canterbury which are miles away from family. Some prisoners have been sent to complete courses that are not delivered at Littlehey. This has led to a greater proportion of non sex offenders in the jail possibly as many as 25% which just starts to tip the balance and for some vulnerable prisoners makes them uncomfortable and fearful.

During the reporting year the number of ACCT plans opened had increased by 28%, the highest since 2008, with a peak in July of just under 30 ACCTS opened. This together with 124 incidents of self harm (an increase of 44% year on year) gives the Board some cause for concern that the population is not as stable as it was previously.

6. Reducing Reoffending

6.1 Education Learning and Skills

A4e took over the Prison Education contract in November 2012 with the new full time education manager starting her role in January 2013.

Throughout 2013 the Board observed that on some days fewer than 50 Young Offenders were in Education and vocational lessons. This is against a planned profile of 228. The Board believes that approximately 300 sessions have been lost each month from April through to December - almost one quarter of the planned delivery profile. This led, in the worst case, to prisoners being in their cell for over 22 hours a day. Over 30 members of the education staff left during the year out of a pool of 66 and, whilst all but 5 vacancies are currently filled, the Board is concerned that some new staff left within their first few months of joining.

The Board raised concerns about class closures in the 2012/13 Annual Report to the Prisons Minister but, as the situation did not improve throughout 2013, it was sufficiently concerned to write to the Deputy Director of Custody (DDC), copying in the Prisons minister and the NOMS Commissioning Director.

Following a meeting with the DDC, it was agreed that the IMB would be copied into a monthly report which records the class closures and indicates whether the closures are due to the contractor's

inability to provide staff or the prison regime. The DDC has agreed to attend the IMB Board Meeting in July to review the education situation.

Tribal, which became the National Careers Service in August 2013, undertake student inductions and develop action plans for each prisoner. They also advise on distance learning courses and applications for grants. At the end of the reporting year, there are 23 prisoners studying Open University courses and 58 distant learners. This shows a 400% increase over last year, demonstrating the motivation to learn by these prisoners.

6.1.1. YOI

After two years of planning and preparation, we are pleased to say that the retired greyhound work project is now flourishing and offers the qualification of Level 1 in Animal Care. Four young men look after four retired greyhounds whilst they look to re home the dogs. There is some concern regarding the fact the young men have no access to toilet facilities during work sessions.

Community links have improved and now Waitrose staff deliver a business start course on the YOI and Barclays Bank help to deliver 'managing your money' courses. Switchback has taken 15 – 16 young men on release in London to work as a trainee in their catering operation.

The Duke of Edinburgh Bronze award continues to be successful and sixteen young prisoners achieved this during the year.

6.1.2 CAT C

As part of the move to OLASS 4, in July 2013, all Level 3 courses finished. During the year, Learn Direct's funding ceased, leaving prisoners unable to complete courses and achieve certification. Staff worked hard to write letters of confirmation to state that the prisoners had undertaken the courses as a small recompense. Thirty one awards were given to Littlehey prisoners at the Koestler Exhibition this year including the now famous 'chicken bone sculpture', which won the public vote for Best in Show.

Following an article in The Sun newspaper, Toyvend ceased their contract of filling eggs for vending machines. Nevertheless, a new supplier was quickly found to replace this work. The Print Workshop was opened although due to lack of business in 2013, it has never worked to full capacity (although since the reporting year end it has now picked up a contract ensuring full work in the shop). The Carpentry workshop now only runs a 6 week course which does not enable any offender to be qualified to a sufficient level to compete for work outside prison.

6.2. Purposeful activity

Purposeful activity is not a reported key performance target (KPT) and there does not appear to be easily accessible figures to assess the prison's performance year on year. Anecdotally, it appears that more prisoners have been locked in their cells, this is largely due to the lack of education classes being available. The Board records its disappointment that 'purposeful activity hours' is no longer a key performance target that is recorded locally and nationally, therefore the Board struggles to provide statistical evidence to back up its anecdotal belief that purposeful activity has decreased during the year, especially given the staff shortages in education.

6.3 ROTL

The charity organisation, Sue Ryder has a YOI in regular employment in their Huntingdon shop. Initial feedback from the company is that they would be prepared to take on more staff from HMP Littlehey.

6.4. Psychology and Programmes

The department has suffered from a lack of staff during the year but is almost up to full strength. This has meant a reduction in the targeted course delivery for the year. Courses offered are Resolve and Thinking Skills Programme (TSP) on the YOI and TSP and Core Sex Offending Treatment Programme (SOTP) on the Cat C.

Only medium and high risk sex offenders will be assessed for a treatment programme. 50 men completed a course. With the cessation of the rolling programme some prisoners with this on their sentence plan are offered no alternative and therefore cannot progress.

The Board is pleased to report that the Sycamore Tree course which delivers victim awareness and empathy to groups of prisoners has continued with funding through the year. Although only one course was undertaken on the Cat C side involving 20 prisoners, three courses of six weeks duration were completed on the YOI side with 16 young men completing each one.

6.5. Offender Management Unit (OMU)

The efficient functioning of the OMU is, for many prisoners, the start of the pathway through the prison system towards eventual release and rehabilitation.

Following the disappointing 2013 report regarding some aspects of the workings of OMU section and, in particular, the then backlog of OASys reports, it is disappointing to record a continuing high number of backlogs.(350 prisoners currently without their report¹) The prison employed the Independent 'Blue Bay Service' which resulted in a reduction of 40 OASys reports.

As part of Fair and Sustainable the post of transfer clerk disappeared. The Board echoes the comments from around the prison that this has created more work and confusion regarding transfers in and out. The Board considers this a retrograde step that creates safety issues for prisoners who are now being transferred in, to find that the course that they were promised does not happen at HMP Littlehey. Unsuitable young sex offenders are being transferred in. This places a risk on those prisoners from other YO prisoners when their sex offences are discovered.

6.6 Resettlement

To address the key issue of reducing reoffending, HMP Littlehey formed a Strategy and Pathways Group in 2013. This group is under the leadership of a Governor-grade officer designated Head of Reducing Reoffending. Within the framework of the NOMS Pathways, activity areas at HMP Littlehey were identified and responsibility for each was allocated:

¹ It should be noted that this figure does include 180 'high risk' prisoners whose reports are the responsibility of external Probation Service.

Education & Training & Employment
OMU
Health
Substance Misuse
Finance, Benefit & Debt
Children & Families
Attitudes & Thinking
Older Prisoners.
Accommodation

With the notable exception of Education (subject of a separate sub-report) targets are now being regularly met or exceeded.

The Children and Families Pathway is lead by the Chaplaincy. Family Days have been held for both the Cat-C and YO populations with great success. In addition, of note over the year there has been a concerted attempt to raise awareness in the outside community of both the levels of Muslim prisoners in prison and of their potential needs on re-entry to their communities. Arrangements are also in place to encourage and assist outside ministers of religion to meet with prisoners before their release.

The Chaplaincy has also focused on the need to assist prisoners at times of bereavement. The bereavement process at Littlehey is being amended to accommodate this, and speed-briefing arranged to inform staff and embed the new process.

Trailblazers is a charity delivering through the gate mentoring service for Young Offenders. During the year, 70 young people have been mentored six months prior to release and for 6 months after release. This has resulted in only two young men being recalled.

On average 58 prisoners are released from Littlehey each month. To date, over the last year some 44% of those released from Littlehey have entered further training and some 22% were released straight into employment. (These figures are for a combined Cat C and YOI).

Whilst the indications for reducing reoffending from these figures may be potentially positive, the Board senses that Strategy and Pathways Group could become increasingly frustrated by a lack of meaningful feedback on its efforts. The Board understands that reducing reoffending may be the subject of a payments-by-results scheme in one or more Contracted-out prisons, and wonders whether the template for measuring achievement used there might be of some value for Public Sector prisons.

7. Healthcare and Mental Health

7.1 General

The Board's hopes in last years report that the transition from the Cambridgeshire PCT to NHS England's new Commissioners would be smooth have not been fulfilled. A contract for a new provider of primary healthcare has not so far been made and no budget was set for the Healthcare Manager in 2013/14. However, the team of doctors engaged by Urgent Care Cambridge, who started in the prison in October 2012, have improved the standard of care in the prison although they have not been able to be as innovative as they would have liked to have been. The latest plan is for HMP Littlehey together with HMP Whitemoor to go to market for a new provider to be in place

by April 2015, which means that the current unsatisfactory position will last another year. The uncertainty overhanging the future of healthcare has already lowered staff morale and has left seven vacancies at the end of the reporting period. Four agency nurses are working in the prison at the moment with all the expense that entails.

Waiting lists for the Dentist remain high at over 20 weeks for the Cat C and 11 weeks for the YOI for a first appointment. They are even greater for the optician, so much so that an extra 4 days have been funded in the hopes of bringing the lists down to 48 days.

The end of life suite was officially opened in May but the conversion of two cells for a room for prior care was only finished in January and has not yet been furnished. No use of the suite has been made.

Prison conditions have affected delivery of healthcare in that the Board received a number of complaints that there were difficulties in the escort of Young Offenders to get to the Healthcare for appointments. The way in which all movement within the prison was managed through an experimental digital system, which has now been deemed a failure, has been costly to healthcare in terms of administrative time spent accessing the system and fewer patients at appointments. The number of cancellations of hospital appointments, because of lateness of arrival in London on one occasion, or more routinely non-availability of staff for escort duty is regrettable.

Unfortunately, the number of Health Trainers in the YOI dwindled to nought over the year and no replacements were made. Money was found to train some adults on the Cat C side who are expected to begin work in February 2014.

There was one death from natural causes during the year. An Inquest was held in January of a prisoner who died during a virus outbreak two years ago. The coroner gave a narrative verdict in which he concluded that the death had been preventable. The prison had changed their protocols as a consequence of the death and since the inquest is asking the clinical expert to be a 'critical friend' and review all procedures.

The Mental Health Inreach Team (MHIRT) follows the NHS stepped-care pathway to help those with mental health problems. The team leader is in overall charge so supervises IAPT (Improving Access to Psychological Therapy) and is constantly seeking to develop services to meet the needs of the referrals from all sources that will be received in a week. The numbers in treatment fluctuate little and remain at about 150 in primary care and 50 in secondary. 5% of those triaged are referred to MIND a charity which has had a presence in Littlehey for about 3 years and 3% to group programmes for anger management and anxiety on the Cat C side and which are planned to start on the YOI side in April 2014. A monthly forum, which anyone can attend, provides information on themes chosen by prisoners which are then discussed. This year co-operation with the GPs has also ensured the better provision of mental health services. MHIRT considers that the Complex Needs meeting which the prison holds each week to share concerns for the most vulnerable or dangerous prisoners has increased the safety of all in the prison. The Board values the hard work of the team and the contribution they and all who work in healthcare make to the community.

7.2. Drugs Strategy

The Drug and Alcohol Recovery Team (DART) services are currently provided by Inclusion. The team aims to see prisoners within 24 hours of reception where they are offered advice, assessments or treatment programs. There are currently 18 prisoners on methadone treatment and 16 in contact with the team.

HMP Littlehey have trained "Recovery Champions" who are prisoners which have completed treatment and are able to offer peers advice and support one another. There are currently 2 champions offering support to 43 peers.

The DART currently work alongside voluntary groups such as Narcotics Anonymous and Alcoholics Anonymous. These agencies come into the prison monthly. They also work very closely with the IDTS nurses and GPs to ensure prisoners are receiving appropriate support.

There are key differences in drug issues between Cat C Prisoners and YOI Prisoners. The Cat C side has small issues with illicit medication whereas Cannabis and Steroids are most problematic with the Young Offenders. There were 384 SIRS related to drug activity in the reporting year. 324 of these were from the YOI side with just 60 from the Cat C side

The detection of drugs was marginally down compared to last year.

8. Equality and Inclusion

8.1 General

The monthly meetings of the Littlehey Equality Action Team (LEAT) alternate between the C Cat and the YOI and are chaired on a quarterly basis by the Governor or Deputy Governor and at other times by the Safer Custody and Equalities Governor. The meetings are attended by representatives from all disciplines including Governors, Healthcare, the Chaplaincy and Catering. Unfortunately, it has been notable in the last few months that meetings have been less well attended.

Prisoners representing Race Equality - (14 in the C Cat and 8 in the YOI), Foreign Nationals - (12 in the C Cat and 8 in the YOI), Gypsy Roma Travellers, LGBT (Lesbian, Gay, Bisexual and Transgender), Elderly and Disabled also attend the meetings. They wear identifying tee-shirts and the co-ordinators attend induction sessions for new prisoners. In the past two months, concern has been voiced regarding the attitude of some new prisoners who object to being imprisoned with sex offenders and LGBT prisoners. These incidents will be documented and acted upon.

All staff and prisoners are bound by Littlehey's Equality Policy which covers the nine characteristics of the Equality Act 2010. This was updated and distributed in 2012. However, it is felt that some staff are still unaware or unwilling to observe the requirements of the Policy and further training is required.

A survey of Foreign National Offenders was conducted in October with a 50% response rate from Cat C prisoners but only two returned forms from the YOI. The overall results showed general satisfaction regarding access to information in different languages and interaction with the FN representatives. The difficulty in setting up an international phone account and claiming their five minutes free phone call caused the most dissatisfaction. These issues are being addressed by the Custodial Managers and the FN representatives.

17 Foreign National prisoners are detained beyond their release date with one dating back to 2012.

8.2 YOI

Foreign National Prisoners (FN)	64 = 16%
Black and Minority Ethnic (BME)	247 = 61.6%

In January 2014 there were prisoners from 32 countries speaking 32 different languages.

8.3 CAT C

Foreign National Prisoners (FN)	84 = 12%
Black and Minority Ethnic (BME)	220 = 30.81%

In January 2014 there were prisoners from 47 different countries speaking 36 languages.

On the Cat C side, there were 368 complaints of a racial or discriminatory nature compared with 116 last year, the Board acknowledges that many were raised by a small number of prisoners. On the YOI side there were 32 complaints (compared with 42 last year) relating to racial issues or discrimination. The Board is disappointed that complaints upheld are not collated centrally.

8.4 Older and Disabled Prisoners

The Cat C has 167 prisoners with declared disabilities, including 54 with a mental illness, 42 with reduced mobility along with some prisoners who have multiple health issues. The workshops are involved in a programme of refurbishment of wheelchairs, training for volunteers in the use of wheelchairs and the evacuation of disabled prisoners. In the YOI, 38 prisoners have declared disabilities including 22 with a mental illness and 17 with dyslexia.

A three month screening to identify prisoners with learning disabilities was conducted from January to March 2013 on newly arrived offenders. The report identified the need for a co-ordinated approach for the assessment and treatment of those with a learning disability or developmental issues, but there are no resources to take this forward.

There are currently 218 prisoners aged over 50 with 4 prisoners over 80 years old. The two prisoner orderlies who monitor these prisoners with yearly assessments of those aged 65-75, six monthly for those aged 75-85 and three-monthly assessments of those aged over 85. The orderlies compile detailed reports for the Disability/Older Prisoners Officer. A significant percentage of the older prisoners work full or part-time in the prison workshops and there is a work room on A wing for 12 older prisoners who assemble breakfast packs for the YOI. A day room for older prisoners has been furnished on A Wing but with restrictions of movement between wings due to the introduction of New Ways of Working this is only available to those residing on A Wing. There is a gym session for older prisoners, a monthly quiz which is very popular and will in future be held in the chapel. An attractive garden is available specifically for their use. Although these prisoners are unlocked during the day, games such as pool are only allowed on Friday afternoons and at the weekend – it is disappointing that no activities for OAPs are arranged by the prison. It is good to report that RECOOP - Resettlement and Care for Older Ex-offenders and Prisoners - will be visiting the prison in March to advise the prison and offer training to officers.

8.5 Transgender

There are currently 5 transgender prisoners in the Cat C, with a dedicated Equalities Officer for Gay, Bisexual and Transgender prisoners. Monthly meetings are held to raise any issues. The prisoners consider Littlehey to be a safe environment for those living in a female role.

8.6 Cultural Calendar

An equality calendar of events is compiled each year and includes Holocaust Memorial Day, LGBT history month, World Aids Day and Black History month with appropriate posters, guest speakers

and menu choices. There are also structured activities each month in the Visitor Centre and Visits Room which focus on particular events such as Chinese New Year, Mothers Day, Fathers Day and Harvest Festival.

9. Segregation

9.1 General

The Board attends all segregation reviews in both the Cat C and YOI. The Board has expressed concerns regarding the lack of any input from Personal Officers at these and also, due to the changes in senior managers, the inconsistency during the part of the year in managing the prisoners in segregation.

There has been an increase in numbers of prisoners segregated for extended periods this year and the Board was pleased to see the prison implement care plans for those who have been segregated for more than 30 days. These particular prisoners are discussed at the weekly Complex needs meeting which is usually well attended.

9.2 SCU - Separation and Care Unit in YOI

The SCU has 12 cells of which 2 are constructed for dirty protest use, 1 for special accommodation and 2 as holding cells for those awaiting adjudication etc. Following a 2012 HMIP inspection the exercise yard has now been enlarged.

The reporting period has seen: 25 (11 last year) held for Own Interest; 67(82) held for Good Order/Discipline, 90(130) on CC and 4(1) Dirty Protests. 4(2) staff members have been injured within the unit resulting in 47 lost duty days.

The number of adjudications has reduced year on year, 805 compared with 948 last year.

9.3 CSU – Care and Separation Unit in Cat C

The Cat C unit has 9 cells and 1 that can be used for strip searches and used as a reception point. 1 cell can be utilised for constant observation and 2 can be used as safer cells.

The unit has had two prisoners who have been in segregation unit for an extended period who were difficult to manage and were very needy. The Board recognises the good, patient, work of the staff in dealing with these difficult prisoners.

The transfer clerk post being made redundant has made it harder for the managers to organise transfers out for some prisoners, making their stay in segregation longer.

There has been a slight decrease in the number of prisoners held in segregation year on year: 20 (25 last year) held for Own Interest; 66(59) held for good Order/Discipline. Following adjudications 24(33) received CC and 15 suspended CC; 1 Constant Observation was reported plus 1(0) Dirty Protests. No members of staff were injured.

The Board attends a sample of adjudications. The recorded number of adjudications in the reporting period was 343, with 4 outstanding at the end of the reporting period. The Board is pleased to see an improvement in the time scale of file preparation and conclusion of cases.

10. Residential Issues

10.1. Food

The Board continues to be impressed with the quality of the food that the kitchens on both sides of the prison are able to produce within the meagre daily food budget of £1.96. Rota reports continue to record instances where the food refusal book had not been signed nor kept up to date.

10.2. Buildings

The initial build standard of the YOI estate continues to be an issue with remedial action to repair flooring continuing throughout the year thus reducing the prison holding capacity. Whilst the securing of YOI gymnasium machines to the floor was no longer a problem there was considerable frustration generated, amongst staff and prisoners, by the length of time taken for a contractor to attend the prison to repair unusable equipment.

10.3. Accommodation

On the Cat C side of the prison temperature control on the wings has been an ongoing problem for a number of years with the ambient temperatures being maintained at too high a level. A bid from the works department, during the last 5 years, for the installation of a boiler management system that would improve temperature control with the bonus of reduced fuel costs have been rejected.

The Operational Capacity of the Cat C side of the prison continues to be maintained at its current level through doubling up in cells designed for one inmate. In some cases the cells are occupied by older prisoners.

Progress has been made during the year with the installation of washing machines in the wings however, the introduction of the new incentives and earned privileges regime (PSI 30/2013) where by standard prisoners are allowed to wear their own clothes has increased demand and emphasised the need for machines to be installed and working on all wings.

10.4. Incentives and Earned privileges (IEP)

The introduction of the revised IEP system was well managed with good communications from the senior managers to the prisoners at Wing Representative Forums. Staff communication to ensure the system is consistently applied across the prison has had some problems, especially regarding new prisoners remaining on the same status as their last establishment. The Board has received applications from prisoners regarding the ability of pensioners to achieve Enhanced status and likewise for sex offenders who are maintaining their innocence.

11. The Work of the Board

The Board continues to monitor both sites with dedicated rotas and application clinics for both sites.

During the year one Board member left, it was agreed not to replace this member. The Board will lose three experienced members in 2014, due to the 15 year tenure rule and will therefore have a recruitment drive during this year. Last year's new recruits were successful in their probation year and went on the new member's course.

Informative talks have been given by various prison staff before the monthly Board meetings and a team performance review was held in December 2013. The Board has been supported by people from the business hub and are grateful for their support.

There has been an overall increase in applications to see the IMB.

Appendix 1 – Board Statistics

1st February 2013 – 31st January 2014

Recommended Complement of Board Members	16
Number of Board members at the start of the reporting period	16
Number of Board members at the end of the reporting period	15
Number of new members joining within the reporting period	0
Number of members leaving within reporting period	1
Total number of Board Meetings held during the reporting period	12
Number of attendances at special interest meetings other than Board meetings, Application Clinics, Rotas & Segregation	85
Total number of visits to the prison (including all meetings)	796
Total number of segregation reviews held	YOI 223 Cat C 176 Total 399
Total number of segregation reviews attended	YOI 223 Cat C 176 Total 399
Date of Annual Team Performance Review	12 Dec 2013

Appendix 2 - Application Clinic Statistics

Code	Subject	CAT C 10/11	YOI 10/11	CAT C 11/12	YOI 11/12	CAT C 12/13	YOI 12/13	CAT C 13/14	YOI 13/14
A	Accommodation	12	7	8	7	1	0	11	1
B	Adjudications	10	4	3	2	4	4	2	8
C	Equality & Diversity (inc religion)	7	11	6	11	6	2	7	2
D	Education/employment/training inc IEP	18	18	15	15	9	6	16	10
E1	Family/visits inc mail & phone	8	6	6	11	8	1	23	8
E2	Finance/Pay	-	-	-	-	-	-	20	2
F	Food/kitchen related	5	1	3	6	3	1	0	1
G	Health related	43	3	25	13	25	2	19	1
H1	Property (Within Current Establishment)	77	67	59	45	45	19	37	13
H2	Property (during transfer/in another Establishment)	-	-	-	-	-	-	13	12
H3	Canteen, facilities, catalogue shopping, Argos	-	-	-	-	-	-	4	1
I	Sentence related (inc HDC,ROTL,Parole,release dates, recall etc)	49	15	53	35	40	41	43	46
J	Staff/prisoner/detainee concerns inc bullying	22	24	15	17	20	19	15	8
K	Transfers	24	40	9	31	10	10	25	25
L	Miscellaneous	25	26	13	16	12	5	3	0

M	Recall	3	2	2	1	1	0	23	5
N	No show	60	5	33	25	55	21	45	15
	Total number of applications	363	221	240	232	239	131	306	158
	Number of IMB Confidential Access was:	-	-	-	-	-	-	33	00