



**HER MAJESTY'S PRISON  
&  
YOUNG OFFENDER'S INSTITUTION  
(HMP/YOI)  
PETERBOROUGH**

**ANNUAL REPORT  
1 APRIL 2012 TO 31 MARCH 2013**

## 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.

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### **3. DESCRIPTION OF THE PRISON**

- 3.1 Her Majesty's Prison (HMP) and Young Offenders Institution (YOI) Peterborough is a male Category B (Cat B) local prison and a Female closed prison managed by Sodexo Justice Services and is currently the only dual purpose prison, with male and female prisoners, in the country. The female prison also contains a 12 bed Mother and Baby Unit.
- 3.2 In the male prison the catchment area originally was Cambridgeshire but is now variable. The Operational Capacity (Op Cap) is 576 with some capacity having been taken out in the last year.
- 3.3 The female prison had a catchment area, which included Cambridgeshire and the surrounding counties. It now takes in prisoners from anywhere in England and Wales. In addition a Young Offenders Unit was opened, for female prisoners, in December 2006 and a 1<sup>st</sup> Stage Lifer Unit again for female prisoners in March 2007. The Female Op Cap is 357.
- 3.4 Healthcare is provided by Cimaron (doctors), Sodexo (nurses) and the Cambridge and Peterborough NHS Foundation Trust (Mental Health). There are prisoners with severe mental health issues within the male and female prison population.
- 3.5 The 'Free Flow' system is now well established throughout HMP/YOI Peterborough.
- 3.6 The LINK centres in the two prisons provide a link between prison and the community at large and connect prisoners to services on the outside. The pilot 'through the gate' project, The One Service, is operating well on the male side and attracting widespread interest. There are attempts to replicate good practice from the One Service with female prisoners. During the reporting year an Outside Link centre has been successfully established in the Visitor Centre to assist newly released prisoners with any urgent problems.
- 3.7 The Director continues to refine his management structure and the changes are being well received.
- 3.8 Final approval is expected to be given for the extension to the male prison and work will commence in the next reporting year.

#### **4. EXECUTIVE SUMMARY**

- 4.1 We are pleased to report that the good working relationship between the Board and the Director, Senior Managers and all Prison Staff continues.
- 4.2 The Board attends the Full Staff Meetings. Last year's Annual Report was presented to this meeting and will be again this year. Board members have also written articles for inclusion in the prisoner's magazine and IMB information in the introductory literature for prisoners has been updated. All of this has increased the profile of the IMB.
- 4.3 The Board notes with interest the decrease in the number of Applications to the Board, down by 166 this reporting year compared with last year (Section 7)
- 4.3 There is much evidence of good practice within the prison included in all subparagraphs of Sections 5 and 6 of the report, in particular good liaison between prisoners and staff and the willingness of both to challenge unacceptable behaviours.
- 4.4 New initiatives such as that by the National Offender Management Service will be followed with interest, as will the local initiatives such as Vita Nova restaurant and the Outside Links project
- 4.5 The Board is impressed with the level of pastoral care given to both seriously ill staff and prisoners, with visits by the chaplains (Section 6.3). Recommendations from the Staff 'Wellbeing' survey were acted on swiftly.
- 4.6 There are areas of concern within Sections 5 and 6, which the Board will continue to monitor over the coming year, in particular Mental Health provision and the new role of the Custodial Support Officer. This replaces the Personal Officer Scheme about which the Board expressed concern in the previous report.
- 4.7 There is concern that prisoners who have been recalled are bringing in drugs but the Prison has effective methods of combating this.

## ISSUES

### **Issues for the Minister**

There has been a marked decrease in the numbers of prisoners on site. The MOJ dictates the number of prisoners allocated to HMP Peterborough. There are budget implications if numbers are too low or too high and the Board is concerned at potential staffing implications.

### **Issues for the Prison Service**

None

### **Issues for the Prison**

Poor communication and inadequate paperwork are affecting the delivery of effective Inreach services, an issue highlighted by both this report and a Sodexo Clinical Health Audit. Action to address this through the introduction of a Complex and Additional Needs Policy will need to be monitored to show these issues have been addressed. (Section 5.3)

Both Male and Female Prisoner Consultative meetings have proved difficult to attend, as meetings are not always held when scheduled and minutes are not stored on the public drive and thus accessible to the IMB. Whilst the Board accepts that meetings can be cancelled at short notice for operational reasons, it would expect the IMB clerk to be notified and for cancellation or postponement to be the exception not the rule. (Section 5.8)

To reduce the amount of food going missing between the kitchens and the wings and to ensure effective monitoring of food service on the wings. (Section 5.8)

To continue to be vigilant in monitoring for drugs carried by Prisoners who return. (Section 5.6)

## **SECTION FIVE**

### **5.1 Equality and Inclusion**

- 5.1.1 Diversity & Inclusion is firmly embedded across the estate and staff and prisoners are aware of the complaints system and the nine protected characteristics (age, disability, gender reassignment, marriage & civil partnership, pregnancy & maternity, race, religion, sex/gender, sexual orientation.) This was endorsed in January 2013 when an Equalities Audit was conducted and the prison, which was previously red, received a green rating. The Auditors were satisfied that both staff and prisoners had a good level of knowledge regarding diversity.
- 5.1.1 The number of Discrimination Incident Reporting Forms (DIRFs) has been reducing every year for the past five years, indicating the continued work and commitment of staff.
- 5.1.2 The prison hosted a visit by the Minister of Justice, The Right Honourable Chris Grayling, who met staff and discussed issues regarding Foreign National prisoners. The UKBA agency also visited the prison to recognise the work carried out with Foreign National Prisoners. Two members of staff were formerly recognised by the agency for their work, which was deemed best practice across the prison estate. Repatriation of Foreign National prisoners takes 7 days at HMP Peterborough compared with up to 6 months. Early repatriation of prisoners before the end of their sentence has led to a saving of 48,000 days during the reporting year.
- 5.1.3 During the reporting year April 2012 to March 2013 there were a total of 60 DIRF complaints on the Male Estate. Only 6 of the 9 protected characteristics were indicated.
- 5.1.4 In the Female estate there were a total of 81 DIRFs submitted for the same period. 8 of the 9 protected characteristics were indicated.
- 5.1.5 During the reporting year many Diversity events and celebrations were held, including an Anne Frank exhibition and a Lesbian Gay Bisexual & Transgender event.
- 5.1.6 There is a good culture within the estate in which both prisoners and staff actively challenge racial remarks and behaviours. Prisoners and members of the management team meet once every month to discuss points raised at the many focus groups that are conducted by prisoner representatives. External agencies as well as IMB members attend these meetings.

### **5.2 Education, Learning and Skills**

- 5.2.1 All prisoners arriving at Peterborough are assessed for their literacy and numeracy levels. The results are fed into individual learning plans and, when

possible, into sentence plans. The Education Department works closely with the OMU and will liaise with them to give prisoners the opportunity to achieve qualifications before they are transferred.

- 5.2.2 The department offers a range of courses which help prepare prisoners for resettlement e.g.: ESOL, literacy and numeracy; ICT; drug awareness; vocational courses; finance and debt management; pre-release courses; nutrition courses. ICT resources are good with industry standard computers having been installed. The Virtual Campus on the men's side is already up and running and will shortly be installed on the female side.
- 5.2.3 The provision is sufficient to accommodate prisoners' needs. The department works in partnership with other providers including Peterborough Regional College, John Laing Training and Energy.
- 5.2.4 The department tries to minimise barriers to accessing education: there is separate provision for safeguarded prisoners; one to one provision is offered on the wings; there is a distance-learning advisor. Prisoners in education are paid the same as those undertaking other forms of meaningful activity.
- 5.2.5 Achievement is celebrated. Bonuses are awarded for achievement and families are invited to attend 'Achievement Days' when certificates are presented to prisoners.
- 5.2.6 Prisoners appear satisfied with education provision and recognised the contribution learning and achievement could make to their future prospects of employment.

### **5.3 Healthcare & Mental Health**

- 5.3.1 The board is pleased to report the continuing good progress of healthcare provision within the prison and the external links to Peterborough City Hospital. The new Triage system that started on the female side is now extended to the male side and is proving beneficial. The Head of Healthcare has recently recruited 6 new nurses this will address any shortages of staff. Health care is setting up and providing clinics similar to external services; they are also working towards coping with an ageing population and their individual needs.
- 5.3.2 To date the non-smoking policy, which is being piloted in male Health Care has reduced the numbers of in-patients considerably.
- 5.3.3 We are at a transitional stage with the new health commissioners and initial indications are that there will be no significant changes to health delivery until April 2015. The timescale will hopefully give the prison some time to understand what standards are required. The Board will continue to monitor this.

- 5.3.4 The Mental Health In Reach Team has a good record of transferring patients who need a hospital environment rather than prison. There have been improvements in all areas: patients now know the person caring for them, continued and regular updating of care plans has increased patient contact and fewer appointments are being cancelled.
- 5.3.5 The combining of the primary and secondary mental health teams seems to have created some problems. Whilst there seems to be some good work in making staff aware that anyone can refer prisoners to the In Reach Team using the 'alert' system, there appears to be a lack of communication between many staff and the In Reach Team, creating some animosity at times. Training has been offered to help mainstream staff deal with prisoners with mental health problems.
- 5.3.6 The Board has had sight of the Clinical Health Audit Report by Sodexo Justice Services which praised the good practice in primary mental health, but stated that a lack of communication and paper work on the In reach side impacted on the ability of prison staff to manage competently those with difficult and complex needs. The Board has not had sight of the reply from the In Reach team at the time of this report. The Board will continue to monitor and report on this in the next annual report.
- 5.3.7 Although multi-disciplinary meetings to discuss prisoners with complex needs take place regularly, appropriate members of staff do not always attend or lack the information to enable Custody to manage such prisoners effectively. Confidentiality can get in the way of the care that is required for the safe handling of prisoners with complex needs.
- 5.3.8 The new pharmacy contract is working well with good stock control over both sides of the establishment.
- 5.3.9 The recovery strategy seems to be working effectively with low numbers on Methadone and prisoners responding well to treatment

#### **5.4 Purposeful Activity & Work**

- 5.4.1 A range of purposeful activity is available in both the male and female prisons including: catering in the kitchens and Vita Nova; hairdressing in the well equipped salons; workshops which offer carpentry and multi-skills training; the gardens; the laundry (which now also takes in laundry from Peterborough Streets, a local charity caring for the homeless); the gym; the art departments; and education. Other purposeful activities include the Duke of Edinburgh scheme (which is currently offered on the female side) and the Toe-by-Toe scheme.
- 5.4.2 Accredited training is offered where possible (e.g. NVQ Level 1 in the female hairdressing salon, NCFE level 2 in Vita Nova, also the multi-skills and carpentry workshops, in the gym, in the education department). Prisoners working in the barber's shop on the male side do not currently work towards

qualifications, but this is being looked into. All purposeful activity is recorded using the RARPA scheme (Recognizing and Recording Personal Achievement) which measures progress and achievement on activities which do not lead to an externally accredited award or qualification). External providers such as John Laing Training & Energy and Peterborough Regional College deliver some training.

- 5.4.3 All convicted prisoners have to undertake some form of purposeful activity. Remand prisoners are initially allocated work, but then have the option to opt out. There are full time employment opportunities for 100% of the female prisoners. On the male side all prisoners have opportunities to work, but only 80% of these opportunities are full time. Very few prisoners (mainly those on remand, who have health problems or are of retirement age) undertake no form of purposeful activity.
- 5.4.4 The prison has established links with local employers who are willing to recruit ex-offenders e.g. YMCA offers ROTL prisoners a placement which can lead to employment and John Laing Training offers prisoners 3 months' work on release.

## **5.5 Resettlement**

- 5.5.1 A new National Offender Management Service (NOMS) initiative has been introduced into the prison to improve the delivery of all aspects of Offender Management (OM) across the estate. There are two separate strands operating, both with new integrated structures, incorporating the OM programmer with Safeguarding and Public Protection. The OM structure is based on a whole prison approach with an emphasis on a complete change of culture across the prison in the understanding, managing and reducing of risk.
- 5.5.2 High-risk prisoners will have individual profile cards on which information will be added by anyone who has contact with the individual, which will be monitored by wing staff and senior officers. The focus for formal reviews of these individuals will be carried out at regular, Multi-agency Public Protection Arrangements (MAPPA) and VISOR (Violent Sex Offender Register) meetings, attended by representatives from all the faculties across the prison estate.
- 5.5.3 Information on prisoners on the Safeguarding wing will be held in folders, which will include policy guidelines for reference and a record for every prisoner deemed to be "high risk". All staff will receive Introduction to Risk Assessment and Management (IRAM) training aimed at raising awareness of sex offenders and their management. Every month there will be a review of each prisoner to establish the appropriateness of his or her continued placement on that wing and to assess the quality of the ongoing monitoring process.

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- 5.5.4 The new Offender Management hub will consist of five “pods”, each pod having representation from all the different prison functions. The ‘pod’ will lead the management of, and the case reviews for, all sentence planning (this is currently being rolled out over the next six months.) Every prisoner will be allocated to a pod on Reception.
- 5.5.5 Following concern about its effectiveness, the Personal Officer scheme has been relaunched as the Custodial Support Officer scheme and is linked to the pod system. Each officer will be responsible for the prisoners in one of the five pods and will be expected to maintain records and conduct monthly reviews. The Board will continue to monitor the Custodial Support Officer scheme.
- 5.5.6 Home Detention Curfew (HDC) is operating very well at HMP Peterborough and the prison was third nationally in a recent report on HDC by Serco, covering the reporting year.
- 5.5.7 HMP/YOI Peterborough is a pilot for the government initiative to utilize private sector expertise to help reduce reoffending by payment through results. The St Giles Trust, Ormiston Trust and SoVA and other contracted agencies work with male prisoners serving less than 12 months both before and after release. The ‘One Service’ has attracted considerable interest nationally. The prison has set up an Outside Link centre in the Visitor Centre to support prisoners on release.

### 5.6 Safer Custody

- 5.6.1 IMB attend the monthly HMP/YOI Peterborough Safer Prison Meeting and the Tactical Tasking Group. Both meetings are chaired by the Director or Senior Managers and are well attended.
- 5.6.2 The Safer Prison Meeting now incorporates Single Point of Referral Meeting that was reported on in the previous Annual Report. The Safer Prison Meeting covers Self Harm and Suicide Prevention, Partnership with Listeners and Samaritans, Anti-Social Behaviour, issues raised by prisoners and Complex Needs Prisoners. A PCO regularly attends the Listeners support night to enable any concerns to be raised and addressed immediately. A further group of prisoners to act as Listeners has been chosen by the Samaritans for training.
- 5.6.3 The Tactical Tasking Group (TTG) discusses Threat Analysis Reports from both Male and Female Estates and Staff Corruption. The Tactical Tasking Group also looks at potential escapees, levels of violence, prisoner groups associations and organised crime groups, drugs, mobile phones and hooch, threats to GOOD and extremism management.
- 5.6.4 Safer Custody and Violence Reduction procedures continue to disseminate good practice across the Prison. During the year staff have been encouraged

to report concerns, action is taken on information received and systems are in place that have recognised potential sources of unrest e.g. canteen distribution delays and as a result measures put in place to increase efficiency. There are good staff/prisoner relationships, which prisoners comment on at the Prisoner Consultative Meetings and also prisoners from other units comment positively on this. One example is that when a prisoner was about to attack an officer with a broom other prisoners restrained him before any major incident occurred. The Prison rewarded the prisoner involved in the de-escalation of the incident.

- 5.6.5 The number of fights in the Male Estate has fallen from 57 in 2011-2012 to 29 in 2012-2013, the assaults from 111 to 88 in the same period. In the Female Estate fights have fallen from 50 to 35 and Assaults from 129 to 75 again for the same period. Those who repeatedly self harm are reviewed to assess if there is any pattern which a suitable intervention could prevent; for example at Christmas displacement activities were organised particularly on the female estate and a reduction in self harm and unrest was noted.
- 5.6.6 Discussion at TTG has helped to bring about a reduction in the production of Hooch by restriction of the materials required for its manufacture e.g. sugar and fruit juices. There are fewer positive Mandatory Drug Tests (MDT) and more drugs finds identified by the dogs. If there is intelligence that prisoners returned for breach of HDC could be bringing in drugs, these prisoners can be taken into Separation and Care for a period of time to prevent trading of drugs on wings. Associations that could be related to drug passing are identified leading to stairwells for prisoner movements being changed to prevent prisoners passing wings housing prisoners who may potentially pass drugs. Good relationships between prisoners and staff have produced good intelligence on drugs and trading of drugs.
- 5.6.7 There is concern about the amount of Prison Officers clothing left in inappropriate places. This has been identified as a potential risk. Action is being taken to educate staff and a reduction in the amount of clothing left inappropriately is being noted. Staff corruption is minimal but when it is identified it is dealt with immediately and firmly.
- 5.6.8 There have been three Deaths in Custody during the reporting year, two male prisoners and one female prisoner. In all cases appropriate action was taken, with Chaplaincy being particularly proactive in dealing with the families.

## **5.7 Segregation, Care & Separation, Close Supervision**

- 5.7.1 Both separation and care units remain well run, with committed and caring staff. The Board is satisfied that paperwork is properly kept up to date.
- 5.7.2 The Board is usually, although not invariably, informed of prisoners being moved to the units within 24 hours. All prisoners on the units are seen and spoken to by a Board member during weekly rounds. Whilst the Board is not

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entirely satisfied that prisoners always feel able to speak freely at that time, staff are always helpful in facilitating privacy when requested.

- 5.7.3 The Board is satisfied that Rule 45 reviews have been correctly conducted with required personnel in attendance. On the rare occasions that prisoners are not given the opportunity to attend and make representations, the Board is provided with the reasons why and is able to speak to the prisoner. The system whereby 14-day reviews are held on a set day each week continues to work well, facilitating attendance by a Board member. Attendance at 72-hour reviews is more haphazard, due to short notice.
- 5.7.4 The Board has been notified promptly of prisoners being moved to special accommodation (twice during the year) and the use of mechanical restraints (once). Board members attended reviews in all cases, and were satisfied as to the appropriateness and procedures followed. Dirty Protests were handled well, in most cases being discontinued in a short time.
- 5.7.5 The Board remains concerned that prisoners with mental health issues continue to be accommodated on the units due to lack of more suitable accommodation, both within the prison and elsewhere.
- 5.7.6 There has been only one “long stayer” this year. As a result of commendable work by management and staff, this prisoner has been transferred to a resettlement unit.
- 5.7.7 A welcome development has been regular quarterly Separation Monitoring and Review Group (SMARG) meetings, which Board members have been able to attend.
- 5.7.8 Adjudication issues noted in last year’s report have been addressed at Adjudication Standardisation meetings held along with the SMARG meetings. The situation is now much improved, particularly as regards consistency in punishment. Adjudication monitoring by the Controller has continued during the past year, and a system of supplementation by peer review has been put in place for the future.

### **5.8 Residential Services**

- 5.8.1 Both Male and Female Prisoner Consultative meetings have proved difficult to attend, as meetings are not always held when scheduled and minutes are not stored on the public drive and thus accessible to the IMB. Whilst the Board accepts that meetings can be cancelled at short notice for operational reasons, it would expect the IMB clerk to be notified and for cancellation or postponement to be the exception not the rule. The Board is aware issues from Prisoner Consultative meetings are fed into monthly Diversity and Inclusion meetings.
- 5.8.2 Male wings have been reorganized during the reporting year to give a more focus to the needs of prisoners on each wing. The Board will continue to

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monitor this, as it is too early to comment on at this stage.

- 5.8.3 Some Female wings have been reorganised since the last annual report. Specifically, the Lifer wing has moved downstairs to give prisoners direct access to a garden and the Induction wing has been redeveloped to provide a less intimidating introduction to prison life.
- 5.8.4 Wing staff are operating the Custodial Support Officer scheme which should provide consistency for prisoners should they move wings as their pod does not change.
- 5.8.5 There has been a marked decrease in the numbers of prisoners on site. We are aware of prisons closing and notice that prisoners are often moved to HMP Peterborough at short notice. The MOJ dictates the number of prisoners allocated to HMP Peterborough where there are budget implications if numbers are too low or too high. The Board is concerned at potential staffing implications.
- 5.8.6 In September the kitchen staffing profile changed, increasing the establishment by two, which now appears to adequately cover annual leave and sickness. There has also been a change of top management where the Catering Manager moved on to become the Industries Manager and the deputy stepped up into his position. In the latter part of 2012 staffing was tight due to a number of issues but this has improved and there is greater stability now being experienced.
- 5.8.7 The kitchen now comes under the workshops and different shift patterns have now been put into place for the male prisoners, which are regarded as being much, more effective. There are now three shifts covering the day and lists are prepared for the wing staff to ensure that the prisoners attend for work. Altogether there is an allowance for 45 prisoners, which are mostly fully covered on a daily basis. Induction also takes place on a daily basis
- 5.8.8 Regular monthly Focus Meetings are held with wing representatives/servery workers. Overall there are very few complaints about food within the prison. There are few diets and the kitchen very efficiently dealt with Ramadan in 2012.
- 5.8.9 Over the year the kitchen has experienced problems with the equipment while under the Sodexo contract however a new contractor has now taken over and they are visiting regularly plus servicing and repairing the equipment. The early signs are encouraging.
- 5.8.10 There are problems with food going missing from the trolleys between loading in the kitchen and arrival on the wings. The trolleys are 8 years old and many have faulty catches. A bid has been put in for replacement trolleys.
- 5.8.11 There is concern that some wing staff do not monitor the food service correctly. Some are allowing prisoners to allocate food, which causes

problems with portion control; also pre-ordered food is not always going to the correct prisoners resulting in shortages.

- 5.8.12 In addition to the main kitchen, the restaurant Vita Nova caters for staff who wished to go somewhere other than the dining area and enables female prisoners to obtain NVQs. This has been extremely successful since it opened. The menu has been gradually extended and now serves a variety of snacks and meals at a very good price. The prisoners take a great deal of ownership of their responsibilities and are producing some excellent food.

## **SECTION 6**

### **6.1 Health & Safety**

- 6.1.1 This has proved to be a very successful year for Health & Safety within Peterborough, largely due to the Health & Safety Adviser who is passionate and committed about his role. It is a specialist 'stand alone' position to ensure that the prison is legally and contractually compliant and also to delegate tasks, which are not the responsibility of the Health and Safety team. A good healthy relationship also appears to exist with the Director.
- 6.1.2 The prison has just received a National Safety Award of distinction with the highest marks being awarded. It has also retained its 5 Star grading by the British Safety Council. Additionally in the external audits, under the traffic light system, it has received green on all the audits. This is due to the strong policies and procedures in place.
- 6.1.3 The Adviser feels that the prison should aim for an advanced 5<sup>th</sup> Audit where 'staff engagement and culture' needs to be the focus. He accepts that the prison can play it safe but feels that health and safety needs to be at the forefront of everyone's focus and that their values and beliefs need to be challenged. This is particularly important to ensure that the prison continues to focus on investing in people. This will be developed over the coming year.
- 6.1.4 Due to staff changes at corporate level the Adviser has been asked to step up temporarily into the position of Health & Safety Manager covering other private prisons including Peterborough. Interviews will be taking place for his position to be temporarily covered.

### **6.2 Post**

- 6.2.1 There have been a number of problems with prisoner post during the reporting year, specifically cash and postal orders going missing from mail. This has been brought to the attention of the Director and the IMB will continue to monitor progress.

### **6.3 Chaplaincy**

- 6.3.1 World Faith continues to represent all the religions in the prison. Five female prisoners were confirmed this year by the Bishop of Peterborough and on Good Friday a well-attended ecumenical service was held conducted by a Catholic nun, a Free Church minister and the prison chaplain.
- 6.3.2 The IMB has been impressed with the level of pastoral care given to seriously ill prisoners and staff and by the visits paid by the chaplains to relatives after a Death in Custody.

**6.4 Staff Wellbeing**

- 6.4.1 Management noted problems highlighted by the Staff Wellbeing Survey and successful staff wellbeing days were held in which managers and staff participated.

**6.5 Family Days**

- 6.5.1 A number of successful Family Days have been organised for both male and female prisoners which have been welcomed by prisoners, visitors and staff alike.

## 7. THE WORK OF THE INDEPENDENT MONITORING BOARD

### 7.1 The work of the Independent Monitoring Board

- 7.1.1 During the reporting year the Board has received 3 members transferring from the IMB at HMP Wellingborough, following closure of this prison. All had completed the probationary year and only required informal mentoring to assist with the transition. One member resigned during the year. There were 17 Board members at the end of the reporting year.
- 7.1.2 At the beginning of 2013 the Chair, Board Development Officer and Information Officer were re-elected by the Board and a new Vice-Chair was elected.
- 7.1.3 Rota visits occur weekly. Male and Female Healthcare, Male and Female Separation and Care together with the Kitchens are visited weekly. Other areas of the prison are visited regularly.
- 7.1.4 Applications are dealt with weekly for both male and female prisoners. The number of applications received during the reporting year has decreased significantly, from 778 in 2011/2012 to 612 in 2012/2013 This may be due to a more proactive approach by the prison staff in responding to issues raised by the prisoners or the fact that prisoners are expected to use the prison complaints system before asking for assistance from the Board.

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**7.2 Board Statistics**

BOARD STATISTICS 2012 - 13	
Recommended Complement of Board Members	20
Number of Board Members at the start of the Reporting period	15
Number of Board members at the end of the Reporting period	17
Number of new Members joining within the Reporting period	3
Number of Members leaving within the Reporting period	1
Total number of Board Meetings during the reporting period	12
Average Number of Attendances at Board Meetings during the Reporting period	12
Number of Attendances at Meetings other than Board Meetings	120
Total number of visits to the prison	681
Total number of Applications received	612
Total number of Separation & Care Reviews held	418
Total number of Separation & Care Sessions Attended—These may cover multiple Reviews	201

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**7.3 Statistics on Applications to the IMB (Male & Female Prisons combined)**

<b>CODE</b>	<b>SUBJECT OF APPLICATION</b>	<b>YEAR 2012 -13</b>	<b>YEAR 2011-12</b>	<b>YEAR 2010-11</b>	<b>YEAR 2009-10</b>
A	Accommodation	41	39	55	37
B	Adjudications	7	11	11	7
C	Equality & Diversity (Inc. Religion)	31	20	11	15
D	Education, employment, training inc. IEP	46	34	66	62
E1	Family, visits, mail & phone	17	76	62	70
E2	Finance/pay	7	Included in E	Included in E	Included in E
F	Food, kitchen related	20	13	16	13
G	Health related	79	86	96	109
H1	Property (current establishment)	45	123	91	108
H2	Property (during transfer, in another establishment)	40	Included in H1, L	Included in H1, L	Included in H1, L
H3	Canteen, facilities, catalogue shopping, Argos	16	Included in H1, L	Included in H1, L	Included in H1, L
I	Sentence related (inc HDC, ROTL, release dates, parole, re-cat)	79	60	82	75
J	Staff/prisoner concerns inc. bullying	79	104	82	69
K	Transfers	16	33	54	44
L	Miscellaneous	89	179	99	175
	<b>TOTAL APPLICATIONS</b>	<b>612</b>	<b>778</b>	<b>725</b>	<b>784</b>

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**7.4 Breakdown of applications for Male & Female prisons.**

<b>CODE</b>	<b>SUBJECT OF APPLICATION</b>	<b>NO OF APPS - MALE</b>	<b>% TOTAL MALE APPS</b>	<b>NO OF APPS – FEMALE</b>	<b>% TOTAL FEMALE APPS</b>
A	Accommodation	22	5.7	19	8.4
B	Adjudications	3	0.8	4	1.8
C	Equality & Diversity (inc. Religion)	17	4.4	14	6.2
D	Education, employment, training inc. IEP	31	8.0	15	6.6
E1	Family, visits, mail & phone	9	2.3	8	3.5
E2	Finance/pay	4	1.0	3	1.3
F	Food, kitchen related	10	2.6	10	4.4
G	Health related	44	11.4	35	15.5
H1	Property (current establishment)	37	9.6	8	3.5
H2	Property (during transfer, in another establishment)	28	7.2	12	5.3
H3	Canteen, facilities, catalogue shopping, Argos	12	3.1	4	1.8
I	Sentence related (inc HDC, ROTL, release dates, parole, re-cat)	63	16.3	16	7.0
J	Staff/prisoner concerns inc. bullying	39	10.0	40	17.7
K	Transfers	8	2.1	8	3.5
L	Miscellaneous	59	15.3	30	13.3
	<b>TOTAL APPLICATIONS</b>	<b>386</b>		<b>226</b>	

END OF REPORT