



**INDEPENDENT
MONITORING BOARD
HMP & YOI ROCHESTER**

**ANNUAL REPORT
2011-12**

Section 1

STATUTORY ROLE OF THE IMB

The Prisons Act 1952 requires every prison to be monitored by an Independent Board appointed by the Secretary of State 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 its prison and the range and adequacy of the programmes preparing them for release.
- (2) inform promptly the Secretary of State, or any official to whom he has delegated authority as it judges appropriate, any concern it has.
- (3) report annually to the Secretary of State on how well the prison has met the standards and requirements placed on it and what impact these have on those in its custody.

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

Section 2

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Section 3

DESCRIPTION OF THE PRISON

HMP & YOI Rochester was originally built as a prison in 1874 on a former military site above the Medway River. It was extensively rebuilt in the early 20th century as the Borstal Institution, taking its title from an adjacent village. Its pioneering methods of dealing with young men and boys were used as a model for the creation of other Borstal Institutions which were given statutory authority in 1908 and lasted until their abolition in 1983, when Rochester converted to a youth custody centre.

In 1988 the prison changed its role to operate as remand centre for the Kent courts and sentenced category C and D adult males. Further changes to its role resulted in a mixed site holding immigration detainees, a resettlement unit for adult male prisoners at the end of their sentences and a remand and allocation centre for under 21 year old males. In January 2002 Rochester re-rolled as a dedicated site for sentenced young men up to the age of 21. This role has continued although in June 2011 the prison accepted Category C prisoners who were, and remain, housed in one of the newly constructed wings. The objectives of the prison are to hold prisoners securely and safely, and to provide a well-ordered establishment where prisoners are treated humanely and with decency and ultimately to reduce the risk of prisoners re-offending.

The original accommodation is a mixture of single and double cells contained in four wings on the 'old' site, and a further wing which has been closed for several years. There are four wings on the 'new' site. The Segregation Unit is located on the 'old' site. The First Night Unit and Induction Wing is located on the 'old' site, with a resettlement unit located in the 'new' site. At the end of the reporting period the operational capacity of the prison is low, at 562. One wing is currently undergoing planned refurbishment with a temporary loss of 102 spaces, and the protracted and staged repairs to the new wings have created a rolling loss of 60 spaces. It is anticipated that all wings will be re-opened towards the end of 2012 (including the wing closed for several years) and this will increase the Prison's operational capacity to 804.

The regime at Rochester is designed to give prisoners training through a structured sentence plan. Opportunities exist for education and work placements, with the emphasis given to resettlement. Education is encouraged on a full or part time basis. Training is offered across a wide range of industries and activities. These include industrial cleaning, brick-laying, plumbing, computing, garden work, recycling, contract services and hairdressing. The kitchen and gymnasium also run courses. Many of the activities offer recognised qualifications.

Physical well-being is catered for through physical education at two well-run gymnasias, offering competitive and recreational activities.

Support for prisoners is available from the probation team, healthcare team, and chaplaincy, as well as community support from external organisations.

Section 4

EXECUTIVE SUMMARY

4.1 ISSUES REQUIRING A RESPONSE – POLICY

4.1.1 Purposeful Activity

During the year each prisoner was able to engage in an average of 24.8 hours of purposeful activity a week against a Key Performance Target (KPT) of 21 hours. However, the Board noted that 'purposeful' was used to define any, and all, out of cell activities, not all of which were strictly purposeful, and some were concerned only with prisoners' personal requirements. The KPT was achieved only for a significantly reduced prison population and although new contracts have been negotiated the level of purposeful and other activity will be severely reduced next year. The new intake of Category C prisoners was not provided with the level or quality of activity they had been led to believe would be available to them at Rochester.

The Board strongly urges the Secretary of State to assure the Board that a firm commitment will be made, in line with emerging Government policy, to provide the Institution with the resources necessary to allow full time purposeful activity for all prisoners at Rochester (see section 5.6).

4.1.2 Healthcare

The transfer of healthcare and pharmacy to alternative providers using a tendering process has made little progress in nearly two years, which has done nothing for either the quality of service or the morale of staff.

Alterations to the 'old' Medical Centre were not properly done so that repair work had to be carried out within a few months. The Board is not satisfied that proper responsibility was taken to ensure that repairs were carried out to a satisfactory standard.

The Board urges the Secretary of State to take action to resolve the uncertainty surrounding the provision of healthcare and the pharmacy service (see section 5.3).

4.1.3 Re-role

At the beginning of the reporting year the prison moved very rapidly from a specialist YOI to a prison for YOs and Category C Adults, with little evidence to indicate that this was a well-planned change that would benefit either the Institution or the prisoners involved. The re-role created organisational and management challenges which the staff have addressed well.

The Board accepts that it is unlikely that the change will, or can, be reversed but it asks the Secretary of State to explain the rationale which led to it. The Board is not aware of any national policy to integrate adult and young offenders nor of any evidence to suggest that it improves discipline or reduces re-offending (see section 6.1).

4.2 ISSUES REQUIRING A RESPONSE - OPERATIONAL

4.2.1 Population turnover

The average length of stay of a YO has increased marginally from 17 to 20 weeks. Category C prisoners, although they are still in their first year at Rochester, appear to be a much more stable population.

The Board remains concerned about the prison's ability to address constructively offending behaviour in young offenders and better prepare them for release; these are repeated with the request that more must be done to reduce the rate of turnover, and yet again, the Board asks that other establishments are instructed not to send prisoners to Rochester when they have only a few weeks of their sentences left to serve.

4.2.2 New Wings

This is an issue about which the Board has serious concerns and questions, and about which we reported last year. During the current year the situation has worsened.

Following the expansion of the prison in 2008, it became obvious that the quality of the pre-fabricated structures supplied was poor and the new residential wings, when constructed on site, were not fit for purpose. Each of the four new wings, with a total of 300 spaces, has had to be repaired within three years, and as the work has progressed there has been a rolling non-availability of 60 spaces. A further complication arose when the manufacturer/supplier was unable to finance repairs and work stopped for about nine months in 2011-12. At best, and dependent on current forecasts being achieved, the prison will have been short of 60 spaces for 2½ years.

The Board was advised, in response to its last report that the cause was an unforeseeable manufacturing fault, unique to the batch of units sent to Rochester. While this may be so, the outcome on the protracted non-availability of prison spaces at Rochester has been totally unacceptable (see section 6.2).

4.3 ISSUES OF CONCERN OR EXCELLENCE NOT REQUIRING A RESPONSE

4.3.1 Issues of Note

The Catering Manager and staff continue to provide well prepared and nutritious food for the prisoners, taking account of diverse dietary needs, while under continuing pressure on funding and staff resources (see section 6.3).

4.4 OVERALL JUDGEMENT

This report covers the period 1 April 2011 to 31 March 2012.

The Board considers that HMP & YOI Rochester provides a safe and decent environment for prisoners, despite the challenges of reducing budgets and a protracted loss of new-build accommodation. Staff generally deal with the diverse population of young offenders, and the mix of YOs and adults in their care, openly, sympathetically and effectively although there are a few prisoners whose needs are extremely difficult to meet. The recently appointed Governor has, and is pursuing, a vision of 'One Prison – One Purpose' which will focus on stronger integration of the two classes of prisoners, but the Board is not convinced that there was ever a real need to expand the role of the prison in the first place.

The rate of churn has remained too high although, for YOs, it has increased to about 20 weeks from 17 weeks in 2010-11. Category C prisoners spend considerably longer at Rochester although they are still in their first year. Short stays for YOs inevitably have a detrimental effect on the Institution's ability to address offending behaviour. Purposeful activity has been adequate, but only because the prison population has been considerably reduced over the year. The future is far less certain.

The Board remains concerned that the budget reductions imposed on the Governor for 2011-12 and beyond, as the prison prepares for expansion to its full operational capacity with reorganisation of its staffing structures, will prevent the issues raised in this report from being properly addressed and, in particular, too many prisoners will have too little purposeful activity in which to engage. The Board is concerned that the on-going limitation on resources has already, and will continue to, affect staff morale and lead to less satisfactory outcomes in the rehabilitation of prisoners, despite the best efforts of the Senior Management Team and staff to mitigate the effects. The Board continues to hold the view that these reductions are incompatible with the stated aims of the Prison Service and mean that offending behaviour cannot be addressed meaningfully. Ideally, budget reductions should be reversed or, at least, halted.

Section 5

AREAS THAT MUST BE REPORTED ON

5.1 Diversity

Managing diversity has continued to be a demanding, but well managed, challenge for the Institution. Across the whole prison population white prisoners are in a slight majority over BME prisoners (55:45). Category C white prisoners outnumber their BME counterparts by 4:1, whereas the proportions of white and BME young offenders are almost exactly equal. Adult prisoners comprise approximately one quarter of the whole prison population. During the year prisoners of more than 30 different nationalities and about 70 notifiable foreign nationals were represented at any one time.

The Diversity, Racial Equality Action Team (renamed the Equality Action Team (EAT)) met monthly and demonstrated an effective partnership amongst specialists, Governors, officers and offenders. Offender Representatives attended from each Wing and they were able to raise any issues affecting the Wings' populations. Without exception such issues were listened to, openly discussed between Offenders and Staff, and action plans set up as necessary.

Useful services are provided for prisoners who need them – the UK Border Agency offers a monthly surgery, there is a Migrant Helpline available and Applied Language Solutions gives prisoners whose first language is not English access to a telephone service to seek advice during and after sentence.

36 Racist Incidents were reported during the year, significantly fewer than the 58 in 2010-11; 10 were prisoner against prisoner complaints, 16 were prisoner against staff and 10 were staff against prisoner. All 36 were investigated thoroughly by the EAT and of these 14 were proved, 21 were not proved and one remains open.

During the year BME prisoners have been consistently, but marginally, over-represented on Basic Regime, in the Segregation Unit on cellular confinement and for Good Order and Discipline, for adjudications before the District Judge and closed visits, and marginally under-represented on the Resettlement Wing. Although dis-proportionate levels of BME representation are of some concern to the Board, these are generally recognised by staff and managed well.

5.2. Learning and Skills

The service provided by Manchester College has continued to improve, not least due to the permanence in post of the Education Manager, his Deputy and with positive support from the Head of Reducing Reoffending. The College was contracted to deliver 31,250 hours of education in the year and consistently delivered at least 90% of its target, and as much as 96%, per month. However, the take-up of educational opportunities by prisoners has been low and classes have not always been full.

The prison has a learning skills strategy with priority given to numeracy and literacy at level 2, the equivalent of GCSE grades A-C. Level 1 numeracy and literacy are the gateway to Vocational Training. Prisoners approaching release are offered an employability package called 'Ready Steady Work' which is accredited. Positive action has been taken to improve the quality of education; all new prisoners are assessed with prior learning taken into account, so that an educational package can be prepared and a new 4-week Functional Skills course has been introduced; more robust teaching observations are in place. The feedback from learners has shown improved levels of satisfaction.

Prisoners were encouraged to participate in learning and skills and, typically, there are about 340 prisoners (approximately 62% of the prison population) enrolled on courses at any one time.

A diverse range of activities was offered throughout the year, although provision is often affected by the availability of instructors. These include practical skills such as construction, industrial cleaning, catering, hairdressing and plumbing, most of which are recognised and accredited by City & Guilds, and integrated with Career Planning advice.

The Board recognises and acknowledges the work that has been done to make improvements over the past year, and hopes that it will see continuing improvement.

5.3 Healthcare

The transfer of healthcare and pharmacy to alternative providers by the commissioning PCTs has been on-going for nearly two years and seems to have made little progress. Tenders were invited for the pharmacy service last year but neither of the two bids received was acceptable so the excellent in-house service has continued. We understand that tenders for both the general healthcare and pharmacy services will be invited again shortly, so the staff do not know what their future roles, if any, will be.

Despite this unsatisfactory situation they continue to provide an excellent service and have coped well with the arrival of Category C adults, many of whom have complex and difficult medical problems. The number of referrals to hospital clinics has increased with resulting pressures on escort services. In an attempt to reduce these numbers it is hoped to introduce a 'Telemedicine' link to the local hospital.

The Board welcomes the plan to incorporate two medical care cells in the refurbished A wing and hopes that this work will go ahead very soon.

5.4 Safer Custody

The Safer Custody team worked hard to ensure high standards of care throughout the prison and, over the year, has introduced a successful Violence Reduction scheme with a Special Support service for victims and an intensive counselling and training scheme for repeat offenders. This has led to a reduction in the number of prisoners requiring segregation and the use of the ACCT scheme.

There have been no Deaths in Custody in this reporting period. The Board was pleased to be advised that the inquest into the death of a prisoner held in custody at Rochester in 2004 had been opened by the Mid-Kent & Medway Coroner in February 2012, although it was immediately adjourned at the request of the family. It is anticipated that the inquest will be reconvened later in the year and that a verdict will be reached during the Board's next reporting period.

5.5 Segregation

The Segregation Unit is managed very efficiently and effectively by two capable Senior Officers and a team of officers, all of whom deal properly and sympathetically with the prisoners housed there. Many of the prisoners in the unit are difficult and many are disturbed. The Board monitors this area closely, and regularly attends Governors' and Independent Adjudications, and Good Order and Discipline reviews. All reviews and adjudications attended were considered to be dealt with carefully and fairly.

The Board has welcomed the reduction in the number of prisoners in the unit mainly because

disciplinary actions, particularly the Violence Reduction Scheme, have been taken in Wings rather than using segregation as a first-resort action

The Board is concerned that several prisoners have been retained in the Segregation Unit, at their own request, for too long, but recognises that often in such cases no quick alternative is identifiable or available. The Board, however, does all it can to support and encourage prison staff towards finding solutions.

5.6 Purposeful Activity

As things stand at the end of this reporting period the engagement of prisoners in purposeful activity is satisfactory, although not all activity is necessarily 'purposeful' and has been taken to include any 'out-of-cell' activity. The Key Performance Target set by the prison is that each prisoner should engage in 21 hours of purposeful activity per week and by the end of the year the level of engagement averaged 24.8 hours per prisoner per week. In the broadest terms, there were enough activity spaces available, including up to 16 outside positions.

However, this sufficiency only just matches the needs of the current prison population, and the Board has to acknowledge that the prison population will increase significantly by the end of 2012, and, if all the scheduled repairs and refurbishments are completed on time, will rise to 804. Strenuous and successful efforts have been made by senior staff to secure new contracts and expand existing ones – a light engineering contract will occupy up to 30 prisoners, and maybe more, a stone-masonry apprentice workshop will take up to 15, and expansions of brick-laying and plumbing are anticipated. Securing these new contracts has been a demanding task and a positive and important achievement, but, without significant investment in buildings, subject to the availability of space, there is a limit on how much new activity can be accommodated. Consequently there is a strong possibility that the level of purposeful activity will drop to unacceptably low levels next year.

In its report last year the Board commented that additional resources should be allocated for the provision of an adequate level of activities for all prisoners, and repeats, and re-emphasises that comment. We also observe that although the Institution has exceeded its own KPT of 21 hours activity per prisoner per week this year, that achievement is still far short of a 40-hour working week that Ministers would like prisoners to achieve.

5.7 Population Turnover

The separate parts of the Institution's prisoner population, young offenders and Category C adults, turned over at different rates. 854 young offenders entered the prison during the year, which was far fewer than the 1,960 in the previous year, but part of this decline was due to the reducing availability of spaces. Nonetheless, the figures indicate an average stay of about 20 weeks for young offenders. This is a marginal increase but it is too early to know if it is significant. Category C prisoners, on the other hand, spent an average length of 44 weeks in the prison – but they have only been resident for some 10 months.

The Board's previous comments about the prison's ability to constructively address offending behaviour in young offenders and better prepare them for release are repeated with the request that more should be done to reduce the rate of turnover, and yet again, asks that other establishments are instructed not to send prisoners to Rochester when they have only a few weeks of their sentences left to serve.

The situation for Category C prisoners appears to be very much more stable, and this is welcomed.

Section 6

OTHER AREAS OF THE PRISON REGIME ON WHICH THE BOARD HAS ISSUES/OBSERVATIONS TO REPORT

6.1 Change

During the year three Governors held the No 1 position – the previous Governor left in June 2011, his Deputy took on an acting role until the end of the year until she was replaced by a new Governor at the beginning of 2012. The deputy then moved on and a newly appointed Deputy Governor took post, just outside the reporting period, in April 2012. In one year, therefore, the two senior governor grades have been replaced. While the previous post-holders were nothing less than thoroughly professional in their work, the Board welcomes the appointment of two new senior governors at a time when the prison and its regime must embark on substantial change, particularly as the new Governor addresses his vision to create 'One Prison – One Purpose', within which adult prisoners and young offenders will be closely integrated and as the prison's full operational capacity will be restored. The Board commends this vision but suggests that it is responsive to a situation that was needlessly created by the introduction of adult prisoners.

In June 2011 the prison was re-roled and Category C convicted adult males were taken with numbers rising slowly over the summer and autumn to about 130 by the end of the reporting year. The projected full complement is 300. The Board questions the decision to bring Category C adult males to Rochester, when, with some coordinated planning other parts of the estate could have been designated for adult males and Rochester retained as a dedicated and specialist YOI.

In our view, therefore, the acceptance of Category C adults was a rushed and ill-considered decision by NOMS, with the establishment given inadequate time to adjust to a mixed adult/YO population. This externally imposed lack of preparedness has caused, and continues to cause, considerable difficulties for senior managers, staff and prisoners.

Adults found that facilities enjoyed in their previous establishments, and the additional facilities promised, such as preparation for category D and re-settlement preparation for release, were not available to them. Despite progress being made to address them, some deficiencies remain, especially in relation to purposeful activity and preparation for Category D.

This resulted in considerable tension on the adult wing, and to a great extent across the whole establishment. It is only good fortune, aided by the actions of management and staff to mitigate many of the issues, which prevented potentially serious incidents arising. Whilst the situation has improved, much more needs to be done to provide promised facilities and to break down the very visible differentiation in treatment and regimes between the two groups of prisoners. The distinction made by the Prison Service between adults (21+) and young offenders (18-21) is entirely artificial – 18 year olds are adults already. Removal of this distinction would allow the establishment to become, in effect, single role again, remove much of the differentiation between the categories of prisoners, and provide the Governor greater flexibility in the utilisation of increasingly scarce resources.

The effects of budget reductions have created some staff shortages at critical stages in the maintenance of the prison regime. Staff have often been moved from their familiar areas of work to cover immediate needs, sometimes to the detriment of the positive, and beneficial relationship that can, and should, develop between officers and the prisoners in their care.

The Board is aware that the MoJ budget will continue to decrease over the next three years and repeats its concern that the on-going limitations on resources must inevitably affect staff morale and lead to less satisfactory outcomes for the rehabilitation of prisoners. Further reductions cannot reasonably be sustained without reducing the regime and increasing the risk of serious incidents, and may turn out to be false economy.

6.2 New Wings

The Board reported a far from satisfactory position last year, since when the situation has become far worse. In 2008 four new pre-fabricated residential wings were assembled on the 'new' site – F, G and R (Resettlement) Wings (60 spaces each) and H Wing (120 spaces). It was believed that their useful life was intended to be 30 years, but in the response to our report last year the Board was advised that five to ten years was more realistic. Even this reduced life-span was optimistic and within less than four years damage to the fabric of each building has necessitated extensive repair.

Since the middle of 2010 a rolling 60 of the 300 new spaces have been unavailable. Each half of H Wing was closed in turn as it was repaired, over a far longer time than projected, and when it was completed in June 2011 G Wing was closed ready for its repairs. Since then very little has happened because the manufacturer/supplier whose responsibility it was to carry out the repairs was unable to finance the work. Although work restarted late in March 2012, the Wing lay abandoned for nine months. F and R Wings remained open but it is likely that the consequent delay to their repairs will incur additional costs. The most optimistic forecast is that all repairs will be completed by the end of 2012, by which time the shortage of 60 spaces will have lasted for about 2½ years - a shocking waste of public funds.

This sad state of affairs may be due to a manufacturing fault, unique to the batch of pre-fabricated units sent to, and assembled at, Rochester, but whatever the reasons it is clear to the Board that the units were not fit for purpose and even if none of the repair costs was set against public expenditure, the prison service has lost use of 60 prison places for a considerable length of time. That, we believe, is a cost that derives from a badly judged decision made several years ago whose origins must be identified and which the Board sincerely hopes will not be repeated.

6.3 Kitchen/Catering

The Catering Manager and staff are commended for continuing to provide a well-balanced and healthy diet for all prisoners that catered for all tastes, dietary and religious preferences, despite the continuing reductions in their budget, and the inflexible central supply contracts they have to work to. We note that, despite on-going efforts to avoid it, some poorer quality raw ingredients, such as lamb, were procured, which the Board believes is a direct consequence of the reducing budget and the contract prices. We would recommend that senior MoJ officials try to provide themselves with three meals a day for seven days on a budget of no more than £15. Their inevitable failure to be able to do so should illustrate starkly the unrealistic demands they are placing on the catering manager and staff in all prisons.

We note that during the period of this report, the kitchen achieved full staffing levels, almost at the same time it was told of externally imposed future headcount reductions.

The Board monitored closely the quality of preparation and the proper use of Wing facilities to make sure that the hot meals stay hot until they are served.

Significantly, there were no Applications received from prisoners on food.

6.4 Reception and Induction

Reception and Induction is a critical time for new arrivals and the processes they undergo are not always as supportive as they might be. Many of the problems are minor and result from the difficulties encountered by fewer staff trying to maintain standards.

A new Escort Company has been contracted and its arrival times with prisoners are not always notified or predictable.

A first-night officer has been available in E Wing but staffing on the wing did not allow for intensive interventions with new arrivals. Staff were under pressure just to keep on top of their day to day duties and the Personal Officer system did not deliver in the way expected. Insiders from E and H Wings have been used well.

Pressures on staffing resulted in delays in processing incoming property and led to a complete ban of anything being posted in, or handed in, on visits, with a 28 day allowance for new arrivals.

6.5 Visits/Visits Centre:

Overall the visits arrangements have worked effectively. The Board has welcomed the facility to book visits via e-mail, although it does not seem to have delivered the hoped-for reduced load on the telephone booking line. Difficulties in getting through continued to be reported.

6.6 Security

Security continued to receive the highest priority in the prison and staff were vigilant and thorough in carrying out entry checks on visitors and on prisoners, based on intelligence gathered. During the year the number of finds of illegal drugs rose to 13 from nine in 2010-11, and the number of finds of mobile phones remained constant at three.

The South London gang culture among YO's has remained strong and affiliations have been actively maintained in the prison. The associated security problems are carefully monitored and managed by staff but the effects often lead to extended stays in the Segregation Unit by offenders who dare not come into contact with rival gang members.

6.7 Works

The Works department experienced high demands placed on it by both Rochester and HMYOI Cookham Wood, compounded by continuing shortages of skilled staff. There has been some limited mitigation, however, due to the extended closure of both A and G wings. The fabric of the prison as a whole continues to be maintained at lower levels than previously delivered standards, with the inevitable focus on addressing essential work. The Board is concerned that over time the overall state of the fabric of buildings will deteriorate such that it will either result in significant future repair costs, or require prisoners to live, and staff to work, in sub-standard accommodation, or both.

Section 7

THE WORK OF THE INDEPENDENT MONITORING BOARD

The Board, which has a complement capped at 20 members, began and ended the year with 16 members. Specific recruitment campaigns have not been required with sufficient interest generated from enquiries.

All statutory visits and visits to Areas of Special Interest (ASI) have been undertaken and reports made to the Board. All members have areas of responsibility and are encouraged to attend committees and provide reports on their areas of concern. Although the Board membership has been stable throughout the year more than half have less than two years' experience.

The Board Development Officer arranged several in-house training sessions before Board meetings. Members have also attended Institution run training, as required, to support their roles and two members attended the Annual Conference in February 2012.

The Board's relationship with the staff and Senior Management Team has remained good and we express our gratitude to them for their open and willing support.

BOARD STATISTICS	
Number of Board meetings held	12
Recommended Complement of Board Members	20
Number of Board members at the start of the reporting period	16
Number of Board members at the end of the reporting period	16
Number of new members joining within the reporting period	2
Number of members leaving within the reporting period	2
Number of attendances at meetings other than Board meetings	14
Total number of (c. half day equivalent) visits to the prison (including meetings)	448
Total number of applications received	334
Total Number of GOOD and OR segregations (IMB figures)	194
Total number of segregation GOOD & OR reviews held* (IMB figures)	286
Total number of segregation GOOD & OR reviews attended by IMB (IMB figures)	245

* not all GOOD or OR segregations result in a review, whilst a number had more than one review.

Applications Statistics

Code	Subject	2010-11	2011-12	change	% change
A	Accommodation	14	16	+2	+14.2
B	Adjudications	10	28	+18	+180.0
C	Diversity related	3	6	+3	+100.0
D	Education/employment/training	30	56	+26	+86.7
E	Family/visits	29	38	+9	+31.0
F	Food/kitchen related	5	0	-5	-100.0
G	Health related	24	16	-8	-33.3
H	Property	65	66	+1	+1.5
I	Sentence related	67	41	-26	-38.8
J	Staff/prisoner related	10	9	-1	-10.0
K	Transfers	15	23	+8	+53.3
L	Miscellaneous	39	35	-4	-10.3
	Total number of applications	311	334	+23	+7.3

Despite a reduced prison population throughout most of the year, the number of Applications to the Board increased which may, speculatively, be a symptom of a less robust Personal Officer relationship with prisoners as well as reflecting the arrival of Category C Adult prisoners.

There was a significant increase in the number of Applications about Education/employment/training which appears to confirm the initial dissatisfaction of adult prisoners between their anticipation of opportunities at Rochester and the reality when they arrived.

On behalf of the Board

Euan F Eddie
Chairman
June 2012

Section 8

GLOSSARY OF PRISON-RELATED ABBREVIATIONS USED

(Note – not all terms have been used in this report)

ABS Anti-Bullying System	NOMS National Offender Manager Service – amalgamation of the Prison & Probation Services
ACCT Assessment, Care in Custody & Teamwork – replacement for F2052SH	OASYS Offender Assessment System – computerised risk & needs assessment
ACR Automatic Conditional Release	OBP Offending Behaviour Programme
ARD Automatic Release Date	OCA Observation, Classification & Allocations – a Reception task
ATOS Company responsible for assessing long-term sick	OLASS Offender Learning and Skills Service (part of LSC)
BCU Briefing and Casework Unit – PS unit handling adjudication appeals	OSG Operational Support Grade
BME Black & Minority Ethnic	OI/OR/OP Own Interests/Request/Protection – Segregation under Rule 45/49
C & R Control & Restraint	PASRO Prisons Addressing Substance-Related Offending – an OBP
C2W, CTW Custody to Work – pre-release focus on housing, employment and lifestyle issues	PCT Primary Care Trust – National Health component responsible for healthcare
CARATS Counselling, Assessment, Referral, Advice & Throughcare Scheme – drug & alcohol team	PEI/O Physical Education Instructor/Officer
CC Cellular Confinement – a punishment	PESO/PEPO Physical Education Senior/Principal Officer
CCD Criminal Casework Department (Croydon)	PIN Prisoner Information Notice
CLAIT Computer Literacy and Information Technology	PMU Population Management Unit (central)
CCT Criminal Casework Team (part of Home Office Immigration & Nationalities Dept)	PO Principal Officer
CMU Case Management Unit – work on sentence planning & progress	POA Prison Officers' Association – the main trade union
CNA Certified Normal Accommodation	POELT Prison Officer Entry Level Trainee
CRD Conditional Release Date	POPO Prolific and Other Priority Offender
CSH Contracted Service Hours (pre-agreed paid overtime)	PPO Prisons and Probation Ombudsman
CSU Commissioning Support Unit	PPP Public Protection Panel
DASU Drug And Alcohol Support Unit	PS Prison Service
DH Dog Handler	PSI Prison Service Instruction
EDR Earliest Date of Release	PSO Prison Service Order – see hmprisonservice.gov.uk/resourcecentre/psispsos/listpsos
EMU Estates Management Unit	RFW Removal from Wing – a punishment
EPDG Estates Planning & Development Group	ROAD Remission of Added Days (up to 50%)
EGP Ex Gratia Payment	ROM Regional Offender Manager
ETA Employment & Training Allocation	ROR Restoration of Remission – now ROAD; Risk of Reconviction
ETE Employment/Training/Education	ROTL Release on Temporary Licence e.g. to work in mess; town visits; home leave
ETS Enhanced Thinking Skills – an OBP	RRA Assistant to the RRLO

F2050 Prisoner's basic record	RRLO Race Relations Liaison officer
F2052A Prisoner's wing record	SAU Standards Audit Unit
FLED Facility Licence Eligibility Date (when prisoner may be considered for ROTL)	SCG Safer Custody Group
FOCUS Financial Outstations and Central Unified Systems – the PS accounting system	SED Sentence Expiry Date
GOOD Good Order or Discipline – Segregation under Rule 45/49 (historically GOAD)	SIN Staff Information Notice
HCC Health Care Centre	SIR Security Information Report
HDC Home Detention Curfew – the Tag	SLA Service Level Agreement
HDCED Earliest Date of Release on HDC	SMARG Segregation and Monitoring Review Group
HMCIP Her Majesty's Chief Inspector of Prisons	SMT Senior Management Team
IDU Inmate Development Unit	SO Senior Officer
IEP Incentives and Earned Privileges – Prisoners can be on Basic, Standard or Enhanced	TCF Temporary Custodial Facility
IG Instruction to Governors	TOIL Time Off in Lieu (of payment)
IMB Independent Monitoring Board	TSU Technical Support Unit – part of PS responsible for repairs/installation (“Works”)
IND Immigration & Nationality Directorate (part of the Home Office)	VDT Voluntary Drugs Testing
JSA Job-Seekers Allowance	VO Visiting Order – sent out by prisoners; allows named people to visit
KPI/KPT Key Performance Indicator/Target	VTC Vocational Training Centre
LDR Latest Date of Release	
LED Licence Expiry Date	
LIDS Local Inmate Database System – IMB can use this to check location, dates, etc.	
LSC Learning & Skills Council	
MAPPA Multi-Agency Public Protection Arrangements	Gold Commander – Headquarters controller for serious incidents
MDT Mandatory Drugs Testing	Silver Commander – Person in establishment in charge of serious incidents
MSL Minimum Staffing Level	Bronze Commander – Local Sub Commander for serious incidents
MQPL Measuring the Quality of Prison Life	Operation Tornado – System to provide extra staff and resources for serious incidents