



HMP & YOI SWINFEN HALL

ANNUAL REPORT

MAY 2012 – APRIL 2013



Monitoring fairness and respect for people in custody

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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Section 3 – DESCRIPTION OF THE PRISON

3.1 HMP and YOI Swinfen Hall has an operational capacity of 654 and operates as an integrated young adult male establishment for prisoners who are aged from 18 to 25. The reception criteria are YOs and Category C Young Adults, (21-25), serving 4 years to life and it is a National Centre for the Sex Offender Treatment Programme. The prison mostly holds prisoners sentenced at courts in the West Midlands and the North West regions and receives most of its prisoners from local prisons including Birmingham & Hewell. There are nine residential units and the prison has been operating at 95%+ of operational capacity for most of the reporting period. The current year has seen little change in the percentages of adult prisoners and young offenders with the roll currently comprising 63% adults and 37% young offenders.

3.2 The work at Swinfen Hall continues to be at the heart of the Government's overall delivery plan for reducing re-offending and for the prisoners to engage in work during their sentence. The philosophy is for individual needs to be identified early and addressed through an active and integrated regime of education, skills training and specialised accredited offending behaviour and substance misuse courses. The establishment works together with national corporations, local businesses, voluntary organisations, the Young People's Learning Agency, and the Skills Funding Agency. Education is delivered by Milton Keynes College and vocational workshops by South Birmingham College, both of these in order to aid the prison in meeting the training and development needs of prisoners and to help prepare them for crime-free lives on release.

Section 4 – EXECUTIVE SUMMARY

4.1 The Board is once more pleased to recognise the high standards and repeated good work carried out by the Governors and staff at Swinfen Hall. This reflects the teamwork and individual contributions of all involved with the prison and means that Swinfen Hall provides a safe, respectful and decent environment which is supportive of prisoner rehabilitation. However, this level of confidence is fast diminishing as resources are removed, investment is curtailed and regimes reduced in direct consequence of budget cuts. It is the Board's view that, given the population profile at Swinfen Hall, the trend cannot continue without breaching the boundaries of decency and without placing in jeopardy the safety of both prisoners and staff.

Similarly the Board remains concerned that the high standards of facility afforded via the building programmes during the last ten years should not be further eroded through lack of funding for an ongoing maintenance and upgrade programme. For the fourth year running, the Board draws attention to the remnants from the original 1960's construction that includes three Residential Units (A, B & C Wings), and part of the Care and Separation Unit (5.7.1). These locations still have barely acceptable accommodation which is substantially inferior to that provided elsewhere within the prison. It was recommended by HMCIP in June 2010 that A,B & C wings undergo a complete refurbishment but financial constraints have meant that we continue to see some cosmetic improvements implemented by the Estates team at Swinfen Hall but no major infrastructure improvements which would bring this accommodation up to the required standards.

Provision of Education at Swinfen Hall has been noted as less than satisfactory in the Board's last two reports and although there has been a noticeable improvement during this reporting period there has also been imposed a £238,602, (27%), reduction in OLASS funding which going forward will doubtless place significant constraints on any future curriculum development. The Board expresses deep concern at this major cut in finance to an area which has only recently begun to claw its way out of crisis and is unable to understand how this cut, particularly in a Training Prison, is in line with the Government's policy of reducing re-offending and ensuring that prisoners are in the best possible position to re-integrate successfully into society.

Disability matters currently appear to have a lower priority than other areas relating to Equality with no feedback from the DLO regarding regular contact with the identified disabled prisoners. There is currently no formal staff training for FN support and the Board is concerned that this can result in inadequate support for Foreign National prisoners. It was also stated at the last FN meeting that the Home Office Immigration surgeries have been somewhat chaotic with some FN prisoners having not been seen by the end of the session.

4.2 Report Summary

The Board sets out below a list of specific areas and how the Board has observed the standard of their delivery during this reporting period.

Requires Further Improvement:

- Education 5.2 (considerable improvement seen during reporting period)
- Fabric of Building (A,B,C wings and CSU) 5.8.1
- Timely placement of Cat D prisoners 5.5.3
- Foreign National Support 5.1.6
- Staff Absence
- Transport in/out of prison 6.4

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Good standard of delivery

- Healthcare
- Programmes
- Resettlement
- Purposeful Activity
- Catering
- CSU

High Standard of delivery

- Safer Custody 5.6
- Dealing with Serious Incidents
- Staff/ Prisoner relationships
- Lifer Management 6.4
- Family Contact 4.5.3.

4.3 Particular issues requiring a response

4.3.1 Policy Issues for the Minister's Response

- A 27% cut in Education funding, particularly for a Training prison housing young men between the ages of 18 and 25 conflicts with the government's policy of reducing re-offending and ensuring that prisoners are in the best possible position to re-integrate successfully into society. (5.2.4)
- Insufficient maintenance to certain parts of the fabric of the building is a direct result of resource cuts during the past three years. How can this be considered cost effective or indeed align with treating the prison population with fairness and respect? (5.8.1, 6.3.3)
- Lifer Days at Swinfen Hall were an important and positive influence on the affected prisoners and their families and the loss of these is a direct result of staffing cuts. (6.2.4)
- Insufficient CatD places are available within the prison estate. The result is that prisoners who have earned such status are not able to benefit from it, which not only discourages rehabilitation but brings the whole system into disrepute. What plans are in place to resolve this situation? (5.5.3)
- Scheduled transfers of prisoners to and from other establishments are regularly cancelled at short notice either following change in instruction from Population Management or due to the frequent inconsistency of the transport provision. This process failure is both time consuming and disruptive to an already stretched service. (6.4)

4.3.2 Operational Issues for Prison Service Response

- No Foreign National Meeting has been held since November 2012 with staff feeling unprepared for their role in supporting this group. In addition, the UKBA surgeries have been deemed 'chaotic' and as a result some FN prisoners have not been seen by the end of the session.
- A more resilient transfer process would be beneficial to both prisoners and staff.

4.4. Previous years' concerns

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4.4.1 The Board noted concerns in last year's report that DLO does not have sufficient time to be more involved with Disability matters and there has been no measurable improvement in this area. (5.1.3)

4.4.2 The Board reported last year that no Sexual Orientation Group was in place at Swinfen Hall but are pleased to report that this group has now been set up.

4.4.3 The Board noted in its previous two reports that remnants from the original 1960's construction which includes three Residential Units (A, B & C Wings), and part of the Care and Separation Unit have barely acceptable accommodation which is substantially inferior to that provided elsewhere. The showers in these locations are a specific concern with unacceptably high levels of mould and regular infestations of silverfish. Once more the Board reports no progress on this issue.

4.5 Key Points of Excellence and Concern (not requiring a response)

The Board wishes to recognise the following as being examples of good practice. There are no points of particular concern that it wishes to raise at this level, other than those noted above.

4.5.1 For a large majority, positive relations and respectful behaviour continues between staff members and prisoners to provide the framework for all that is achieved at Swinfen Hall.

4.5.2 There has been a 19% reduction in ACCT documents, 79% reduction in Individual Support Plans and an 18% reduction in violent incidents in this reporting year.

4.5.3 The importance of maintaining family contact and involvement from first reception into Swinfen Hall is an integral part of the ultimate resettlement strategy. Prisoners' families are invited to partake in family visits as part of the induction process at Swinfen Hall and are able to meet staff and visit some areas of the prison in order that they can feel reassured that their son/grandson/brother etc is in a safe and decent environment. They are then encouraged to maintain contact with frequent visits and to participate in the personal development of their relatives whilst they are in custody. Special themed visits that are arranged include Fathers Inside, and Post Induction, all designed to help maintain the family bond. Contact using other means such as letter exchange and prisoner telephone calls is readily available.

4.5.4 The 'Health Fair' event, which included a wider range of advice (such as education, employment, mentoring, handling finances, accommodation, et al) and which involved a number of external agencies and organisations, was exceptionally well received and attended by both prisoners and staff. It also provided a good environment for prisoners to consider their options on release and encouraged positive approaches to their future well-being.

4.5.5 The Board is pleased to acknowledge the positive working relations that generally exist between the Board and Governor and staff. The importance of our role is recognised and our independence is respected. We are willingly afforded the information and assistance that we need to perform our duties.

Section 5 – MANDATORY AREAS TO BE REPORTED ON

5.1 Equality & Inclusion

5.1.1 The Equality Committee meetings are now held bi-monthly although this has varied throughout the reporting year. There continues to be feedback on Smart data monitoring and Diversity issues.

5.1.2 DIFS/Complaints - Taking into account the need for confidentiality, there has been insubstantial feedback regarding the investigations of Racial Incident Complaints and no equality reports from an independent overseer.

5.1.3 The Board reports that there has often been no DLO report available at the Equality meetings and there has been no feedback from the DLO regarding regular contact with the identified disabled prisoners and in general, disability matters appear currently to have a lower priority than other areas relating to equality. A disability questionnaire is given to new arrivals on the first night on the wing or on the following day and this questionnaire is available in many languages. Prisoners who have reading difficulties and those who have language problems are well supported by Wing staff, Insiders, prisoners who speak the same language, and occasionally the telephone translation line is used. The completed questionnaire is passed to the DLO for follow up. Health issues are assessed by the medical staff. The Education department assesses prisoners for hidden disabilities and establishes a learning plan to address specific needs for each of them.

5.1.4 The Chaplaincy maintains good contact with all religious groups and a member of the team regularly attends the Equality meetings. Forthcoming religious festivals and other awareness information is discussed and recorded. There are various support teams available to provide advice and assistance to all groups. In addition, BME prisoners have church befriending support meetings on a monthly basis, Confirmation group meetings are held regularly and a parenting course for all groups is run twice yearly. A family day was held in March 2013. Individual bereavement counselling for all prisoners is available. Meetings with gypsy and traveller prisoners are normally held monthly and a representative from the travellers church visits the prison to give support. Pertemps Agency continues to meet regularly with the travellers to give advice on skills needed for future employment. A local artist meets with the traveller prisoners and provides information on gypsy caravan decorating.

5.1.5 A Sexual Orientation support group has been established during the reporting year by two Prison Officers and they already have a regular attendance of around 20 prisoners. Swinfen Hall are currently liaising with other prisons in order to further improve the successful implementation of this group

5.1.6 The last dedicated Foreign National meeting was held in November 2012 and the FN meetings are now incorporated as a standing agenda item in the Equalities meeting. This is largely due to the fact that Swinfen Hall are no longer provided with FN representatives as the number of FNs, (currently 46), is deemed too low by the prison service to warrant dedicated representatives. The Board are concerned that there are no longer specifically trained and designated staff for what we consider a significant portion of the prisoner population at Swinfen Hall as this can result in an inadequate level of support for these prisoners. It was also stated at the last FN meeting that the Home Office Immigration surgeries have been somewhat chaotic with some FN prisoners having not been seen by the end of the session.

5.2 Education, Learning and Skills

5.2.1 Milton Keynes College took over the contract for delivering Education to Swinfen Hall in August 2012 and prior to this date, in April 2012, the achievement rate (number of learners enrolled who achieve a qualification), stood at 36% and delivery to contract averaged at 67%. Two City & Guilds courses had sanctions applied and there were over 400 live learners awaiting results, which was demotivating for the prisoners concerned. However, as a result of a change in management in this area, by the end of the academic year, the achievement rate had risen to 80% and there are now only 77 learners still awaiting results/certificates. Staff

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sickness in Education has been a major contributing factor to these figures in past years with a figure of 8.48% in May 2012 . However, this had reduced to 2.45% by April 2013, a significant improvement and well within the aspirational target of 5%.

5.2.2 One of the key concerns of the Board during this reporting period has been the apparent wide variation in the successful engagement of a large number of prisoners during lessons observed. However, a Quality Calendar was agreed and implemented from September 2012; this includes fortnightly best practice meetings led by tutors, lesson observations, team meetings, full staff meetings, learner focus groups, bi-monthly standardisation/development meetings and quarterly security surgeries for all staff.

5.2.3 One of the major challenges this year has been to ensure appropriate funding expectations are met, whilst providing a robust and appropriate curriculum to Swinfen Hall offenders that will keep them engaged and give them qualifications which are both suitable for their sentence type and which reflect the current work market. Plans are in place supporting a curriculum shift to vocational employability training, in line with Government policy and in addition Swinfen Hall has received qualification approval to deliver eight new courses which will support this shift.

5.2.4 However, alongside all of this hard work and positive attitude is the fact that there has been imposed a £238,602, (27%), reduction in OLASS funding which going forward will doubtless place significant constraints on any future curriculum development. The Board expresses deep concern at this major cut in finance to an area which has only recently begun to claw its way out of crisis and is unable to understand how this cut, particularly in a Training Prison, is in line with the Government's policy of reducing re-offending and ensuring that prisoners are in the best possible position to re-integrate successfully into society.

5.3 Healthcare & Mental Health

5.3.1 The PCT at Swinfen Hall was now been replaced by the Partnership Trust at the end of this reporting period, however, the relationship between the Partnership Trust and the health providers remains as in the previous year. Swinfen Hall has a purpose built health clinic with suitable accommodation, 'Do not disturb' signs, screens and lockable doors give appropriate privacy to their patients. New prisoners are seen by a nurse on their day of arrival and have a full health screening within 24hrs of reception.

5.3.2 Outpatient care is provided for all prisoners: GP appointments are available within 2-3 days, with sessions being moved to the morning in order to minimise delays in prescriptions and patients receiving hospital treatments. Dental services waiting list is currently 14 weeks due to a higher uptake per person in prison than in the general public and also, a reduced availability of escorts to healthcare following budget cuts. Extra clinics have been commenced in an attempt to address this. Optician waiting times are quickly reduced with extra sessions if an increase is seen and all other services are provided within a reasonable time.

5.3.3 The Prisoner Health Performance Quality Indicator, the standard set by the Department of Health, scrutinised 38 outcomes and most were designated 'green' on 2/5/13 and although the Board is aware the outcome report was just outside of the reporting period, it refers to standards within the reporting period.

5.3.4 Primary Mental Health Team nurses are available on site Monday- Friday. They cover mild to moderate mental illness patients, as well as being responsible for prisoners in CSU. Secondary Mental Health Services for moderate to severe mental health are covered by the Inreach Team which is a visiting service contracted by South Staffordshire and Shropshire Foundation NHS Trust. This service is well established in prison provision, currently providing for Swinfen Hall as well as seven other HMP/YOIs. Weekly MASH meetings give an opportunity to discuss with all staff any concerns over an individual prisoner's mental health in order that co-ordinated support is given.

5.3.5 As in the previous reporting period, full counselling services are still available to all prisoners at Swinfen Hall.

5.3.6 Health information and healthy living is actively promoted with health notice boards on all wings which display health promotions; schedules and waiting times of clinics; 'you say' 'we did' information. Quarterly meetings of the Health Promotion Action Group bring together healthcare, catering and gymnasium staff in order to ensure a cohesive service to the prisoners. In addition, prisoners are involved via the Health Forum which meets quarterly with representatives from all wings. Swinfen Hall held its annual Health Fair on 25th April with representation from multiple agencies/service providers and had very positive feedback from all parties attending.

5.4 Purposeful Activity (includes work)

5.4.1 Swinfen Hall is a training prison and as such, purposeful activity is key to its success. There is a wide range of both Educational and Vocational activity available to the prisoners and all of this is assigned according to need, suitability and availability. Prisoners are assessed shortly after arrival and any specific educational requirements are factored into how and to what course they will be assigned. There is then a robust process in place which ensures that wherever possible prisoners are matched to activity suitable for their successful progress within the prison system.

5.4.2 The aspirational target at Swinfen Hall is for each prisoner to be engaged on purposeful activity for 23.30 hours per week and the achievement for this reporting period was 24.17 hours. Although in itself this is a success story, and indeed the Board acknowledge the considerable progress made during this year, this rate of purposeful activity does not come close to the Government's proposed 40hour working week for prisoners. Hopefully the plans currently in the pipeline at Swinfen Hall to bring more full time work options in, as detailed below, will result in an increase in this area.

5.4.3 The funding for Education has changed during this reporting year and is now provisioned against qualifications earned by learners. The result of this is that the prison is unable to remove a prisoner from Education or a Vocational workshop for a short period in order for them to attend a required programme, thus making the successful allocation of work/programmes an even more complex task.

5.4.4 A more flexible range of work would minimise this issue, as seen in workshops which are sponsored by external companies as prisoners are able to drop in and out of such work with no negative impact on either their sentence plan or the funding for Milton Keynes College or South Birmingham College. During the reporting year much work has been done which has resulted in a wider range of work within the prison in partnership with a number of such external companies. Some of the companies currently engaged in this manner include;

- Hyatt – packing hardware components for onward distribution UK wide
- Opella - plumbing components consolidated into a single unit for onward distribution
- Barnado's – making cushions, pencil cases and various other items which are then sold in Barnado's shops & online
- PICTA – delivering CISCO level 1 technician qualification in rebuilding pcs.
- Pertemps – delivering ad-hoc courses of varying lengths in subjects such as; road maintenance, food hygiene & customer service
- N-ergy – delivering NVQ courses in Performing Manufacturing Operations and Customer services
- Veolia – during 2012 over £7k was earned by Swinfen Hall as a result of its Waste Management enterprise and an additional £4k on furniture recycling. In addition, to date, five prisoners have been directly employed by Veolia upon release.

Plans are in progress for additional contracts of this nature and the Board will keenly monitor progress in this area.

5.5 Resettlement

5.5.1 The OMU at Swinfen Hall offers support throughout the prisoner's time there and its involvement commences shortly after the prisoners' arrival at Swinfen Hall when individual needs are established and multiple agencies are then utilised in order to ensure time spent is as productive as it can be given the financial constraints in place. Agencies used include ; CAB, Job Advice Service, Housing Services, Banking Services, Fresh Start and good family links. In addition, close links are in place with Learning & Skills with the ultimate aim being a successful re-integration into society aided by the appropriate social skills.

5.5.2 Goals are put in place for every prisoner and the OMU team is key to ensuring that each prisoner understands these goals and the route to their achievement. The team is aided in this by the prisoner's Personal Officer, Healthcare, Chaplaincy and the DLO when appropriate.

5.5.3 It is an ongoing concern to the Board that there are insufficient CatD places available within the prison estate in relation to the number of prisoners requiring these places. Prisoners who have been re-categorised can wait up to six months before a place is found for them at a suitable establishment. This issue is obviously a serious dis-incentive for prisoners who are working towards this important milestone in their sentence and can have a negative influence on their preparation for a life outside of the prison environment.

5.6 Safer Custody

5.6.1 The Multi Agency Safer Health/Safer Custody Group (MASH/SC) has continued its commitment over the reporting period to constantly review and adjust policies and to ensure prisoners' safety at Swinfen Hall. Data collected from functional areas continue to be examined, trends identified and adjustments made in order to ensure that safer custody and violence reduction can be maintained and improved within the prison. The weekly meeting which takes place now focuses less on statistics, which are readily available for analysis, and more upon on the safe custody of individuals deemed 'at risk' or 'vulnerable' and is well managed with strong input by attendees from external agencies and areas within the prison; this is particularly good with the increasing numbers of complex cases requiring detailed resettlement plans.

5.6.2 Continuing initiatives include ongoing training of Listeners, dedicated gymnasium sessions, additional support mechanisms for prisoners after the closure of an ACCT document, use of Individual Support Plans especially for victims of violence, improved constant supervision facility using gated cells and the provision of CBT and counseling sessions. Additionally, prisoner 'Insiders' continue to work alongside staff to assist with the delivery of Induction on the first-night Reception wing.

5.6.3 191 ACCT documents and 14 Individual Support Plans were opened during the reporting year (233 ACCT's and 64 ISP's in previous year) and 454 incidents of self-harm were recorded compared to 436 in the previous year; Officers and Health Care staff continue to work to reduce self-harm incidents. There were 661 violent incidents reported, which is a decrease from the 840 reported in the previous year. The Board is happy to report that there were no deaths in custody during the year.

5.7 Segregation, Care & Separation, Close Supervision

5.7.1 The CSU provides a clean and safe environment for those under punishment or held under Rule 45/49. The CSU does not have any full constant observation facility, however camera observations can be used in a number of cells enabling the staff to fully support any vulnerable prisoners or prisoners on an open ACCT. There are fifteen cells available in the unit and although this has generally been proven to be sufficient to accommodate the demand there continues to be a gap in the quality of the accommodation between old and new cells and, as the Board has reported for the past three years, the older cells are noticeably inferior with less available daylight and condensation continuing to be a specific area of concern. In addition, the state of

the shower facilities within the unit remains poor and there has been no progress on the required refurbishment.

5.7.2 The Board is satisfied that the segregation of prisoners continues to be utilised for lawful purposes only and that prisoners have generally received their entitlements whilst held in the unit. Members of the Board have visited the prisoners held in the unit on a regular basis throughout the year, examining their files, care plans, authorisations and algorithms. These documents have been updated with evidence of regular senior management reviews. The Board is also satisfied that the statutory requirements and guidelines for use of mechanical restraint and visits by the Governor, Healthcare and the Chaplain have been met during this reporting period. However, as reported in previous years, following an HMIP inspection during 2010 which commented generally on the use of unfurnished cells, there is no longer an unfurnished cell available within the CSU at Swinfen Hall but instead the two unfurnished cells were merged into a single cell with usage deemed more relevant to today's needs. However, this cell has seen minimal usage during this year but it remains the case that by following HMIP advice and relinquishing unfurnished cells there is real potential that should extensive damage and the resulting repairs to these cells happen again in the future, this would obviously once more be at a considerable cost to the public purse.

5.7.3 A standard timetable for Rule 45/49 reviews has meant that the Board has been in attendance for the majority of cases and when reviews have occasionally had to be held outside the agreed arrangement, every endeavour has been made to inform the relevant Board member. In addition, Board members have observed at prisoner adjudication hearings conducted both by Governors and the Independent Adjudicator. These have been conducted fairly and in accordance with the rules.

5.7.4 The Board monitors the period for which a prisoner is segregated and that it should be no longer than is necessary given the circumstances. The Board is satisfied that the Governor has applied this principle at all times. However prisoners can be held in the Care and Separation Unit for long periods whilst awaiting investigation by the Police following an incident. In many cases prisoners are returned to normal accommodation at the earliest opportunity, and the Board accepts that on occasions there are circumstances whereby this cannot happen. As reported last year, the Board is, however, concerned where a prisoner is held on a restricted regime for what can typically be several weeks. The Board is aware that the prison service has procedures in place to escalate these issues where necessary but continues to be concerned at the apparent lack of agreement with the Police to remedy the problem.

5.7.5 The Board has continued to review the statutory records and reports maintained by the unit and found them to be in good order. This has enabled the Board to monitor trends and be in a position to request explanations from the Governor where abnormal patterns occur. The Board has monitored the ethnic proportion of the segregated prisoners and has found no grounds for suspecting unfair treatment by virtue of ethnic group.

5.7.8 The Board is advised of any food refusals in progress in order that the relevant observations may be carried out and is also made aware on a weekly basis of all current ACCTs so that it may make attendance at reviews or observations of close supervision an integral part of our monitoring.

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

5.8.1 There are nine wings at Swinfen Hall accommodating YOI/Young Adults in single and double occupancy cells which all have toilets and wash basins. The vast majority of these cells are single occupancy. However, for the fourth year running, the Board draws attention to the remnants from the original 1960's construction that includes three Residential Units (A, B & C Wings), and part of the Care and Separation Unit (5.6.1). These locations still have barely acceptable accommodation which is substantially inferior to that provided elsewhere within the prison. The showers in these locations are a specific concern with unacceptably high levels of mould and regular infestations of silverfish. It was recommended by HMCIP in June 2010 that A,B &

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C wings undergo a complete refurbishment but financial constraints have meant that although cosmetic improvements are implemented by the Estates team at Swinfen Hall, no major infrastructure improvements which would bring this accommodation up to the required standards have been carried out.

The head count in the Estates Department has reduced during the last three years from 20 to 15 and although this number cope admirably with the list of mandatory issues raised, they have little or no capacity to complete additional work which would raise the level of the infrastructure to more acceptable standards.

5.8.2 The work of the Catering department at Swinfen Hall is obviously of paramount importance to the prisoners and the low number of applications received by the Board is indicative of the success of this team at Swinfen Hall. Wing forums are held regularly giving appointed representatives the opportunity to raise issues with the Catering Manager and in addition Food Comments books are held on each wing providing an additional opportunity for both prisoners and staff to make both negative and positive comments. An initiative was introduced at Swinfen Hall to improve breakfast cereals for prisoners by bulk buying and then transferring the contents into portion sized packs. The benefits have been threefold, work for prisoners, better cereals and a financial saving to the prison. The process has now been adopted by other prisons.

Section 6 – OPTIONAL AREAS TO BE REPORTED ON

6.1 Drugs/Substance Misuse

6.1.1 This has been a year of substantial change in this area. The Drug and Alcohol Recovery Service replaced CARATs with a new strategy and contract which is delivered by the Lifeline Project in association with Delphi Medical Consultants from October 2012. Management of the overall services has also changed and the new arrangements have taken some time to get underway due to the need to recruit and develop staff. Their effectiveness will be fully assessed through monthly, quarterly and annual reporting, but as yet it is too early to judge them; this will be a matter for monitoring in the coming year. New developments will also be evaluated - such as tackling the growing problem of steroid abuse, greater use of peer support groups (with trained prisoners operating on each Wing), use of a wider range of interventions and methodologies, a new methadone dispensing service, and provision of support to families and friends.

6.1.2 The Drug Strategy Group meets monthly, but attendance until recently has been disappointing. It is hoped that new management arrangements will make this Group have a more purposeful role, and also improve the disappointing staff attendance on training/awareness events.

6.2 Lifers and IPP Prisoners

6.2.1 Swinfen Hall currently holds 45 Life Sentenced prisoners and 134 sentenced by the courts to an indeterminate sentence with a minimum tariff for public protection (IPP). The IPP sentence is no longer used by the courts but those previously sentenced under this law will continue to follow the regime appropriate for their sentence. Lifers are allocated to all wings throughout the prison and most of them have attained enhanced status which affords them a more privileged regime. IPP prisoners share a similar level of integration and status.

6.2.2 Lifer review boards are held weekly, are generally chaired by a senior officer, and will always fully involve the prisoner concerned. The boards are also regularly attended by a seconded probation officer, an officer from the Offender Management Unit and sometimes by a member of the IMB in an observational capacity. Each prisoner will attend a review board once a year and the objective is to ensure that all of the sentence planning and preparation for eventual release is fully understood by the prisoner and that he engages with the plan in order to ensure that he is in the best possible position for a successful rehabilitation back into the community.

6.2.3 Quarterly forums are held for Life-sentenced and IPP prisoners and they include representation from elected prisoners who are encouraged to speak for the group as a whole. The forums include input from external speakers who talk to them about issues which may affect prisoners upon release. There have in the past been visits from a former life sentenced prisoner who was able to give details of their personal experiences of prison and successful coping strategies following release.

6.2.4 In the past Swinfen Hall has held very successful Lifer Days which have allowed the families of these prisoners to spend most of a day seeing some of the facilities in the prison, including the accommodation and also to share a meal on the wing with their relative(s) and talk to some of the staff who manage their relatives time within Swinfen Hall. However, the heavy staffing costs incurred on such days have resulted in a cessation of these opportunities.

6.3 Programmes

6.3.1 The Sex Offender Training Programmes at Swinfen Hall exceeded their targets in 2012-13 in relation to numbers of courses completed. They run Core Groups, Extended courses, Better Life Booster course, Becoming New Me course and Adaptive life Booster courses. The Programmes team run one group which is for prisoners with poor language, reading and writing skills which can accommodate young men with English as their second language. However, normally they wait to place them on a group until they have completed their English as a Second Language Course in education.

6.3.2 So that the prisoners do not miss out on other education opportunities the Programmes team is sequencing people with fortnightly meetings between Education and Programmes in order to ensure that they get both education and the group work they need to do.

6.3.3 Also in the unit they run Resolve which is an anger management course, and Thinking Skills Courses. However, the fabric of the building has been a problem as there is one group room which is not able to be used for groups because it has a leaking roof which in bad weather results in constant drips through the ceiling. However, this unit is scheduled to relocate to a different part of the prison later this year. This obviously does not resolve the issue with the roof but merely passes it on to whoever moves into this location. In addition they are still utilising VCR equipment to record sessions and they do not have access to white board technology for use in their groups.

6.4 Transport

6.4.1 The transport of prisoners has been a less than satisfactory service with regular occurrences of previously booked transports being cancelled at the last minute. This is unsatisfactory for the prison in relation to the management of its population, is very wasteful of staff time, and can be very unsettling for prisoners who will have packed their belongings and advised relatives of the move. This transport is provisioned largely by Geo Amey and G4S.

Section 7 - THE WORK OF THE INDEPENDENT MONITORING BOARD

BOARD STATISTICS	
Recommended Complement of Board Members	15

Number of Board members at the start of the reporting period	11
Number of Board members at the end of the reporting period	11
Number of new members joining within the reporting period	4
Number of members leaving within reporting period	4
Total number of Board meetings during reporting period	12
Total number of visits to the Establishment	499
Total number of segregation reviews held	Not available
Total number of segregation reviews attended	216

Prisoner Applications

Code	Subject	2009/10	2010/11	2011/12	2012/13
A	Accommodation	5	7	15	5
B	Adjudications	21	16	19	15

C	Equality & Diversity (inc religion)	3	2	4	5
D	Education/employment/training inc IEP	37	30	44	25
E 1	Family/visits inc mail & phone	15	14	29	6
E 2	Finance/pay	Prev inc in E1	Prev inc in E1	Prev inc in E1	1
F	Food/kitchen related	9	4	5	4
G	Health related	12	6	11	11
H 1	Property (within current establishment)	53	47	18	12
H 2	Property (during transfer/in another establishment)	Prev inc in H1	Prev inc in H1	Prev inc in H1	16
H 3	Canteen, facilities, Catalogue shopping, Argos	Prev inc in H1	Prev inc in H1	Prev inc in H1	5
I	Sentence related (inc. HDC, ROTL, parole, release dates, re-cat etc)	6	8	6	22
J	Staff/prisoner/detainee concerns inc bullying	24	16	24	29
K	Transfers	22	51	22	39
L	Miscellaneous	39	31	27	15
	Total number of IMB applications	246	232	224	210

Section 8 - GLOSSARY OF ESTABLISHMENT RELATED TERMS AND ABBREVIATIONS USED IN THIS REPORT

ACCT	Assessment, Care in Custody and Teamwork
BME	Black and Minority Ethnic
CARAT	Counselling, Assessment, Referral Advice and Throughcare

Monitoring fairness and respect for people in custody

CatD	Category D Prisoners (suitable for open prison conditions)
CBT	Cognitive Behavioural Therapy
CSU	Care and Separation Unit
DIFS	Discrimination Incident Forms
DLO	Disability Liaison Officer
FN	Foreign National
GP	General Practitioner
HMIP	HM Inspectorate of Prisons
HMP	Her Majesty's Prison
IDTS	Integrated Drug Treatment System
IEP	Incentives and Earned privilege
ISP	Individual Support Plan
IMB	Independent Monitoring Board
IPP	Indeterminate Sentence For Public Protection
KPT	Key Performance Target
MASH	Multi Agency Safer Health
NHS	National Health Service
OASys	Offender Assessment System
P-NOMIS	Prison - National Offender Management Information System
P-ASRO	Prison – Addressing Substance Related Offending
PSI	Prison Service Instruction
PSO	Prison Service Order
REAT	Racial Equality Action Team
Rule 45/49	Prison & YOI rules on segregation
SMART	Systematic Measuring And Reporting Tool
YOI	Young Offender Institution