



HMP Wakefield

Annual Report of the Independent Monitoring Board

May 1st 2011 - April 30th 2012

TABLE OF CONTENTS

1. Statutory Role of the IMB
2. HMP Wakefield – Description
3. Executive Summary
4. Areas upon which the Board is required to report:
 - 4.1 Diversity
 - 4.2 Learning and Skills
 - 4.3 Health Care and Mental Health
 - 4.4 Safer Prisons
 - 4.5 Segregation Unit
5. Areas upon which the Board chooses to report
 - 5.1 Serious Incident Management
 - 5.2 Catering
 - 5.3 Foreign Nationals
 - 5.4 Residential Wings
 - 5.5 Canteen
 - 5.6 Visitors' Centre
 - 5.7 Offender Management
 - 5.8 Chaplaincy
 - 5.9 Workshops
 - 5.10 Board Recruitment & Training
6. Board Statistics

1. STATUTORY ROLE of the Independent Monitoring Board (IMB)

The Prisons Act 1952 and the Immigration and Asylum Act 1999 required every prison and IRC to be monitored by an independent board appointed by the Home Secretary 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 for Justice, 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 for Justice on how well the prison has met the standards and requirements placed on it and what impact these have on those in its custody.

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

2. HMP WAKEFIELD – DESCRIPTION

HMP Wakefield is a High Security Prison of which there are only eight. It is located between the city centre and a residential district, with a Certified Normal Accommodation of 750 prisoners of Category A, B, and High Security Remand. There are four residential wings, A, B, C, and D, of which B wing houses Remand prisoners in a separate unit. All cells are of single occupancy. Prisoners are also held in the Health Care (HCC), the Segregation Unit and the Exceptional Risk Unit (Closed Supervision Centre - CSC), both located in F Wing.

Outside Agency Services are provided by a number of agencies, such as healthcare from a local Primary Care Trust. The prison is attended by Prison Visitors and the Independent Monitoring Board.

3. EXECUTIVE SUMMARY

This report covers the period 1st May 2011 to 30 April 2012. It is presented in the standardised national format. As in previous years, we again acknowledge the continuing good work and the improvements achieved in many areas of the prison while identifying and highlighting any areas of concerns.

This year has seen the continued process of change and renewal of the Board resulting in a number of new members wishing to join in its work. However, changes to administrative systems and delays in obtaining the high level of security clearance needed, have meant that the extensive recruitment exercise undertaken last year has so far produced only 3 new

members able to enter the prison, with a further person still awaiting clearance. Other members have left, to whom thanks are extended for their work on behalf of the Board, in particular our previous Chair, Pauline Cryer, who had given many years' committed service.

3.1 Issues requiring a response from the Director

As in previous years, the Board remains concerned about the continuing problems with the aging fabric of the Segregation Unit. It understands that decisions are yet to be made about the practical use of available resources given the high security implications of any remedial work; while in the meantime, the state of the building remains poor with a direct effect on the living and working conditions of prisoners and staff. A recent HMIP inspection described the environment in segregation as poor and the living conditions in the CSC as inadequate, part of which at least is to do with the state of the physical environment.

The Board has also been concerned during the year about the continuing restrictions on the use of the workshops caused by dilapidation of the fabric of the buildings. This has potentially a direct effect on moves by the Prison Service to more fully occupy prisoners in gainful employment.

In our last report, the Board highlighted the inordinate delays in resolving the staffing issues in Healthcare. It had joined with the prison and the Director in seeking to ensure that the police, CPS and court processes were expedited and a number of staff have now appeared in court. It acknowledges the considerable efforts of staff and management in trying to work constructively with these issues. However, staffing and financial pressures in that unit remain significant and the hope is once more expressed that matters can be resolved as quickly as possible.

3.2 Issues requiring a response from the Prison

The Board recognises the limitations caused by constraints on resources including physical facilities, but is concerned that many prisoners have limited access to purposeful activities and a significant proportion is not fully occupied.

It has also brought to the attention of the prison management our occasional experience of the prison's agenda of maintaining a decent and humane ethos, being undermined by staff who persist in the apparently minor, but actually significant habit of calling prisoners by their surname only. The Board is sure that it would attract the support of governors in continuing to raise this issue.

3.3 Issues requiring a response from the Secretariat

Again we accept the reason for the high level of security clearance but, in practice, this has had a significant impact upon recruitment of new Board members. We feel we have to ensure that all those who apply to become Board members are made fully aware that it may take up to 12 months to process those applications through to appointment. This is very frustrating as all the information we have obtained during interview and tour of the prison can become obsolete, the time candidates were able to commit to the Board has in some instances changed greatly and that can cause many problems for the Board.

4. AREAS UPON WHICH THE BOARD IS REQUIRED TO REPORT

4.1 DIVERSITY

Diversity representatives' meetings have been merged. The Diversity Incident Reporting Form (DIRF) has been introduced, and the Diversity and Equality Action team (DEAT) and Diversity, Safer Prisons, Disability and Foreign National functions were amalgamated, with a change of Senior Officer in this area. The team have continued to work proactively and flexibly, with the changes that have been implemented this year, for example the changes to the ACCT document. Cross deployment of staff that formerly carried out either DIRF & Safer Prisons investigations has continued with staff becoming more comfortable dealing with all areas of Diversity and all investigations are still being completed to high standard.

A number of notable accomplishments and events occurred throughout the year.

Two members of the Diversity Team were nominated for the National Prison Officer of the Year awards; an officer who won her category in the High Security Estate was chosen to go forward to the National awards in July. The other was the only non-uniformed member of staff to be nominated.

The establishment received a GREEN in the Safer Custody audit, an improvement on the last assessment

In April the Diversity Governor and a Senior Officer attended the 'Agender' conference in order to better understand how to deal with Transsexual prisoners and staff.

External Scrutiny Panels are still co-hosted with HMP/YOI New Hall and HMP Wealstun. External agencies continue to provide excellent support to the three prisons in this process and were seen as GOOD practice by HMIP. An Officer attended HMP Wealstun to deliver Diversity training to their prisoner representatives, for which she received great comments. UK Borders Agency holds surgeries in the establishment for Foreign National prisoners. Disability reviews continue on a rolling programme.

A wheelchair maintenance contract has been agreed with Rosscare, reducing the time for wheelchairs to be serviced, and repaired.

The Equality Impact Assessment (EIA) timetable commenced at the start of the year. The areas to be assessed were – IEP system and its fairness, and Access to Employment. Access to Employment EIA was submitted to the DEAT and signed off, while the IEP study is still in progress

IMB members have attended meetings throughout the year and have been impressed with the professionalism shown by the staff in this very important section of the prison.

4.2 LEARNING AND SKILLS

The Offender Learning and Skills Service (OLASS) at Wakefield offer a number of programmes to approximately a third of the prison population.

Employment, learning and skills are integral to offender management process. There has been a continued focus on additional learning opportunities in all workshops throughout the year, which has enhanced the delivery of functional skills provision for all offenders in workshops.

All Learning and Skills work is directed towards departments to ensure that they continue to support the work being done in other areas. An example of this successful partnership is PE supporting the work of the Health Care Centre and Offender Behaviour Programme.

Restructuring of the staff in Education took place this year and resulted in six staff losing their jobs. Currently there is one full time manager and a deputy and the rest of the teaching staff are part-time; this has had an impact on which courses can be provided. The staff continue to use the data recording system across all Learning and Skills area, thus can accurately report to Offender Management on individual's progress on each course.

Wakefield is a registered centre for City and Guilds and runs NVQs. Prison staff delivers, assesses and verifies all qualifications. Staff and offenders are supported through Matthew Bolton College to attain BICSc assessor status and Clear Tec continues to be contracted to support the waste management qualification.

Learning and Skills and Education continue to provide support in all areas of the prison, including the Segregation Unit, HCC and CSC. Support has included outreach from the gym for offenders with identified health problems. Additional support for CSC includes high level IT opportunities. HCC continues to provide additional stimulating activities for elderly offenders and those with mental health problems.

Numbers of elderly offenders with disabilities and health issues continue to grow. Learning and skills provision has identified sessions to cater for their specific needs, all focused on encouraging learning and purposeful stimulation.

Education is now offered on a part-time basis with only two full time opportunities. Most courses are now of a fixed term of eight weeks to ensure that the learners plan for progression. Education courses range from pre- entry level to L2, though Open University Courses are offered to specific learners. Also on offer are Functional Skills qualifications in English, Maths and ICT. Cost is a major limiting factor in the numbers currently following the programmes of the Open University.

Art is well established and offenders continue to produce work of a very high standard and enter and achieve recognition in the Koestler Awards. The PE department is also delivering L2 NOCN courses. The workshops provide a range of high quality programmes to develop offenders' skills and to engage in constructive rehabilitation. Printing Shop 4 is currently closed but there are plans to re-open. The recycling workshop supports the prison's environmental targets by saving both money and waste. Workshop 15 (woodwork) continues to increase its sales by widening their range of high quality goods. Overall however, there is a significant shortfall in the number of activity places, which means that not all prisoners are fully occupied and around a third in cell during core activity times.

OFSTED has just evaluated current practices in Education and Learning and Skills. The report suggests that Learning and Skills provide a very good delivery of service with some areas of excellent practice but indicates that some further improvements could be implemented subject to financial constraints.

4.3 HEALTH and MENTAL HEALTH

The Primary Care Centre, Pharmacy, IDTS and GP Service are all operated by Spectrum Community Health.

There are a number of regular clinics dealing with conditions such as diabetes and heart disease. The diabetes clinic has just completed 12 months and is reported to have made a 'huge difference'. As part of the concentration on diabetic identification and control a new weight management system is to be introduced in the near future. This will involve the oversight of a consultant from Pinderfields Hospital in Wakefield.

There is a strong and improving relationship with Mid Yorkshire Hospital Trust and Senior Medical Staff at Wakefield Prison. The objective is to reduce the incidence of outside hospital visits which are both costly, (involving two officers during the visit), and are disliked by prisoners as they may be seen handcuffed in public.

Drug treatment continues to be emphasised via the Integrated Drug Treatment Strategy. Management of offenders' medication has improved with provision of medication lockers on the residential wings. However, Senior Management is in the process of evaluating Wing-based medical rooms where drugs will be administered by a nurse. The objective is to reduce further the medication on wings, and improve drug security.

There is a recently recruited Chronic Heart Care Nurse. This facility has been made available by the British Heart Care Foundation which is providing the funding for three years. The Nottinghamshire Health Trust has provided mental health service for two years. The service is working successfully and their staffing levels are correctly maintained.

The monthly Health Forum, with wing representation, continues to be effective in disseminating information about new services etc..

Further positive developments are:

- Funding has recently been granted to improve the building requirements of the whole Healthcare Unit
- Senior staff are currently looking at a tie up with Airedale Hospital Telemedicine link
- A project is underway with a senior researcher at Sheffield Hallam University looking at 'Age concerns within the prison'

Staff are aware that the Inpatient Care Service is going out to tender. The effect this will have on existing staff is not yet known.

Although from the report it will be apparent that the Healthcare Unit continues to improve and to provide a comprehensive service that meets the needs of the prison population, there remains underlying problems. We are reporting these for the third consecutive year.

They are related to the pressures caused by the number of staff suspensions. Although agency staff is brought in on occasions of severe shortage there use is limited by financial constraints. There has been significant movement in that certain suspended staff are now facing court proceedings. It should be noted, however, Healthcare Staff have been exemplary in their attitude to accepting tasks outside their normal duties and working the extra overtime

required and the Board acknowledges the considerable management resources expended in trying to resolve these issues.

4.4 SAFER PRISONS

HMP Wakefield places great emphasis on creating a safe environment for all its residents and on maintaining good order and discipline.

An Assessment, Care in Custody and Teamwork (ACCT) document is opened if a prisoner is considered to be at risk from self-harm, and can be opened by any member of staff including IMB members. In such cases, the ongoing process management rests with staff. Regular case reviews are held and ACCT documents are only closed when considered appropriate by staff. At Safer Prisons meetings at least three ACCT documents are sampled and assessed for quality. Regular feed back is given on the quality and training of staff in the completion and evaluation of ACCT documents.

At the monthly meeting members include staff, offender representatives, anti-bullying representatives, Samaritans, listeners, medical staff and the IMB. Staff have received training and are monitored regularly by senior staff on the quality of the ACCT document throughout the process. The IMB's observation is that there has been a considerable improvement in the quality, assessment and evaluation of ACCT documents. However, the Board is aware that there is still the need for consistency in the quality of care for older and vulnerable offenders, especially in the care of offenders with mental health issues. An increased number of staff have received additional training in the recognition of signs of distress, and appropriate response.

ACCT training has been offered to IMB members and there is the possibility of mental health training opportunities in the future once staffing issues are resolved.

The Listeners programme is available on all the wings. The Listener Co-ordinator receives applications from offenders, which follow the established vetting process. Once appointed as a Listener names and photographs are displayed on each wing.

4.5 SEGREGATION

The Segregation Unit and the Close Supervision Centre are both housed on F Wing and are managed by a Governor-grade member of staff whose office is accommodated on the wing. The facility has once again been well used during the course of this reporting period although the figures include some who have been on F Wing more than once and there are some prisoners who have remained on the wing for lengthy periods of time. At times, both the overall numbers and the mix of prisoners on the wing have caused increased management issues and there have been occasional instances of indiscipline. However the IMB has observed the professional and appropriate way in which these and other serious incidents have been dealt with during the year. As in previous reports the IMB again have significant concerns about prisoners with mental health and behavioural problems who contribute to these difficulties. The Board has noted the associated pressures this has caused for staff and the positive management actions and staff commitment needed to address these.

The IMB carries out a weekly visit to the Segregation Unit when the duty member, escorted by officers, seeks to speak to each prisoner. The Board also attends the fortnightly Rule 45 reviews and some adjudications. The unit generally presents as clean and orderly although during the year has been the site of a number of dirty protests and serious incidents. The Board is acutely aware however of the continuing problems with the physical condition of the wing and the present need to patch repair the aging fabric. It has been given to understand that resources have been made available to undertake the necessary works, including to the roof, but a safe and secure solution has yet to be found of carrying out the work while continuing to house such potentially dangerous prisoners. Having reported on this on a number of occasions in the past, the Board considers this to be a matter of considerable urgency.

During the year, the Chair has attended the CSC on a number of occasions when each prisoner is given the opportunity to raise any concerns with the IMB. The centre now houses a number of prisoners held under Rule 46 for assessment for the CSC system. The IMB attends the monthly CSC Review and, following further discussions with management, access to the CSC prisoners is now likely to be brought into line with other areas of segregation.

5. AREAS UPON WHICH THE BOARD CHOOSES TO REPORT

5.1 SERIOUS INCIDENT MANAGEMENT

The Board has given much thought to its role during the monitoring of Serious Incidents, and has welcomed the agreement and clarification of expectations of the IMB reached with the Governor during the course of last year. Two members are needed, one centrally, and one at the scene of the incident. The member observing at the scene must be at a position considered safe by the Bronze Commander. However, the only place from which central monitoring can be fully effected is within the Command Suite. A Board member outside the Suite cannot achieve effective monitoring, even with regular updates. The Board feels that as far as possible, the IMB should have access to, and observe the activities in, the Command suite arrangements.

There have been eight deaths in custody during the reporting period, with a majority due to Natural Causes.

5.2 CATERING

The kitchen provides 750 meals three times a day, which are generally of good quality and variety, and are sampled regularly by IMB members. It is staffed by two senior officers, two disciplinary and six civilian staff two of whom also support the Mulberry Diner catering for staff meals and snacks. 25-30 offenders work in the kitchen, hopefully to achieve their health and hygiene certification supported by the Education Department. The IMB is aware of on-going staff shortages but continues to be impressed by the management of the kitchen.

A new spring and summer menu covering twenty six weeks is available. It offers a daily choice of seven lunch and seven teatime dishes plus three deserts weekly. A recent survey

carried out and collated by the offender ICT group (February 2012) reported in March and as a result the following initiatives were introduced;

- New feedback documentation
- New menu specification
- Representatives from wings to give regular feedback on the quality of the options
- New Ramadan format which is available to all offenders offering twenty eight choices over the twenty eight day religious festival.
- New Rieber insulated food boxes enabling offenders to eat at a time in accordance with religious belief.

Following a visit to HMP Hull, a bakery has been re-introduced, offering a range of healthier bread and teacakes, as a prelude to provision from the new kitchen later in the year.

The date of the opening of the new kitchen has been subject to slippage. We are now informed that it should be completed by October 2012. It is intended to have state of the art equipment which will hopefully be reliable and will include full bakery facilities.

5.3 FOREIGN NATIONALS

There are currently 67 offenders registered as foreign nationals. Their countries/ continents of origin include Africa, Arabia, Caribbean, Eastern Europe, Ireland, India and Pakistan. Most have a good understanding of spoken English and the majority have some knowledge of the written word. Support services and facilities for those offenders experiencing difficulties are still being developed but are improving.

The prison has a range of information booklets in many languages, including;

- General HMP Wakefield information, rules and regulations.
- Comp 1 form.
- Adjudication paperwork
- Diversity Incident Report Forms.
- Question and answers linked to prison routines.
- General information from UK Border Agency.

The Diversity Unit continues to access translation technology, which enables information to be translated quickly into a number of European languages. They have continued to explore a wider range of foreign publications and this has been used to source additional phrase books for offenders. Until recently Embassies have been very supportive in providing literature and newspapers.

The unit has extended its register of translators who continue to support/interpret for offenders. It continues to use a 'picture prompt sheet', when an offender comes into reception with limited English language skills. There is a pointing sheet which is used quickly to establish mother tongue, enabling them to request interpretation in one of thirty languages. Once the staff has established the offender's language they can access a range of resources and facilities as outlined above. All offenders go through an induction programme which is overseen by identified staff.

A new Government Bill on deportation is about to be introduced and it will impact on the work of supporting foreign nationals at Wakefield Prison.

The UK Border Agency attends quarterly 'surgeries' at HMP Wakefield and can deal with issues regarding deportation and repatriation. Currently 28 offenders have requested a meeting which is a significant increase. Offenders also have access to the Blue Card scheme which allows them to phone home at a reduced cost. There is a Foreign National Offender Representative on each wing who is very supportive supplying details of available services. Representatives liaise with staff at monthly meetings and in conjunction with Diversity/Foreign National Officers.

Initiatives this year have included a monthly Foreign Nationals' Club in the Chapel. It enables the offenders from all wings to socialise, and to find out about what support is available in and outside the prison.

5.4 RESIDENTIAL WINGS

The IMB has made regular visits to the wings in addition to those carried out on weekly Rota Visits. The IMB has continued to attend prisoner meetings.

The atmosphere on the wings continues to be good and the wings are maintained in a clean and tidy condition. In the previous report, concern was raised that several out of date notices were on display. Although this was noted by the Under Secretary of State for Justice, the situation remains the same, one notice being from 2008. Concern has been raised by prisoners on several occasions that the Decency Policy is not being followed although some improvement has been noted. A minority of staff are not addressing prisoners in accordance with the directive. This will continue to be monitored. The number of Applications has significantly increased, some weeks there being as many as 10. There does not appear to be one particular area which causes concern. Applications appear to cover many types of complaints. Ceasing to supply tissues has caused a problem as prisoners have been using their toilet rolls instead. This is a cost cutting exercise and it is appreciated that savings have to be made. Towards the end of the reporting period, the situation appears to have been stabilised.

5.5 CANTEEN

During the reporting period, the contract for the provision of Canteen supplies has been changed. This means that the ordering and organisation is now at a distance (HMP Full Sutton) rather than in HMP Wakefield. This makes the investigation of Canteen complaints potentially more difficult, and the Board will continue to monitor this.

5.6 VISITORS' CENTRE

Visitors book in at the Centre situated outside the prison. It is a comfortable area where tea and coffee is served by loyal volunteers. A meeting with visitor representatives, volunteers, prison staff and a member of the Board, takes place monthly, and minutes are available for all at the Centre.

Family days held four times in the year continue to be popular. As mentioned in last year's report, discussions with Partners of Prisoners and Families Support Group (POPS) were in progress and a Family Co-ordinator was appointed in October for a six month period. She has now been contracted for a further 12 months with a view to offering more assistance to visitors and their families. The work carried out so far by the co-ordinator was greatly appreciated by staff and visitors. At present refreshments in the visits room are being served by prison staff, but with the aid of POPS this may be changed.

The visits room is due to be re-furnished soon and the seating will be re-organised. This has caused some concern because the distance between prisoner and visitor is too great for private conversation, and there were no chairs for disabled visitors. The Board have been included in discussions with the prison and it is hoped that there will be a favourable conclusion.

A comments box is situated in the visits Centre:- Frequent comments are,

*Request for healthy snacks in the visits room.

*Email facility for contact with prisoners.

*Earlier opening of the visits centre for those who have to travel a distance, especially for those who use public transport and arrive early. (the Core day does not accommodate this)

*Improved booking system.

*Frustration because prisoners are often late arriving from the wings therefore reducing visiting time

5.7 OFFENDER MANAGEMENT UNIT

As in previous years there have been further changes to the structure of the Offender Management Unit. The number of probation staff seconded to the prison was reduced from four to three as part of the cost savings required by HMP Wakefield. There are now three teams instead of the original four, and each team has one Probation Offender Supervisor, four prison Offender Supervisors (although team 1 has a vacant post), and one Case administrator. The fourth case Administrator now covers for absences, and when not so covering takes on additional Sentence Planning Boards – which is an area of work which still needs to be addressed. From April 2012 the prison Offender Supervisors will have a new shift pattern and instead of just one evening duty they will have a varied shift pattern including weekends, mid-week rest days which include early, late, main and A shifts, and take on additional work from other areas of the prison such as the video links, exercise and high risk visits, all of which involve time away from the Offender Management Unit function.

As part of the cost savings required to be made by the prison, the vacant post of Custody Clerk has not been advertised, and the work will potentially be redistributed among the remaining staff.

Staff at Wakefield have visited and liaised with other High Security Prisons, as it is intended to have a Parole Lead and Custody Lead due to the complexity and risk that Wakefield's prisoners pose, and also to maintain the continuity that these specialist roles require. A visit to HMP Frankland proved particularly useful in that their database has been adopted and is now being used by the Offender Supervisors in all three teams. Although the "Fair and Sustainable" initiative is a little unsettling for all staff, this is particularly so for the uniformed grades.

It was noted in last year's report that a new Key Performance Target on Indeterminate Parole Dossiers was being introduced with effect from 1st April 2011. As with most other High Security Prisons, Wakefield has achieved 98% to date against a target of 80%. As part of the on-going improvements being introduced by the Public Protection Unit at Head Office, Wakefield is now one of the establishments piloting the E.Dossier system, which it is hoped will provide a paperless system within the Parole function. This system should prove to be more efficient, although it will increase the parole workload on top of the possibly significant increase in cases being projected by the Public Protection Unit over the next few years.

5.8 CHAPLAINCY

The last twelve months have again been a time of great change especially in staffing and some tasks have had to be dropped. The chaplaincy is now in the process of rebuilding. In the last year two members have moved on, one chaplain has retired and another has moved to join the RAF as padre.

There have been a number of staff changes. The Board is pleased to note that despite these changes there has been successful recruitment of a Christian Chaplain and increase in the hours of the Free Church Chaplain and another member of staff. However, the recruitment of a RC Chaplain has not been successful.

The replacement of the retiring Quaker Chaplain is in progress. Also included in the staff is a visiting Mormon Chaplain and Free Church Chaplain.

A number of courses are being run by the Muslim Imam in Moslem Discipleship and in Arabic. These are in addition to an Emmaus Christian Discipleship and Living with Loss courses. The number of Muslims attending Friday prayers has again increased with the result that services are held in the gym which is not an ideal location.

5.9 WORKSHOPS

No 1 Workshop – Contract Services

Currently the workshop has a number of different roles with provision of work for 'Category B Prisoners' all receive specific individual risk assessment prior to being accepted into the workshop

Print Workshop

The work shop has the capability to provide printing work for both internal agencies and some external work to both other establishments and outside industry. Labels, printing accessories, posters and magazines are produced. There has been involvement in 'Family Days' and a booklet and price list of goods to sell to staff and prisoners' families has been produced

No 2 Cutting Workshop

Is a textile cutting workshop and provides cut materials for the OESS quarterly contracts in both No 8 and No 3 workshops. They also provide cut materials for HMP/YOI Newhall.

A contract has been gained to make work wear for a private company in Manchester which is completed primarily in No 8 workshop.

No 3 Textile Workshop

All work carried out in this textile shop is contracted by a central body of the service producing prisoner clothing, they are given quarterly targets.

No 4 Textile Workshop

Is permanently closed due to the poor condition of the roof and water leaking into the electricity supply. Thus a large space has been made unusable.

No 5 Braille Workshop

Has for some significant time been recognised as an area of excellence. The majority of work being completed provides items for the blind in both schools and the community. They continue to be competitive in an ever growing electronic market.

The Braille facility has an annex located with a classroom in education to provide employment for a small number of "Category A Prisoners". Currently new computer machines are being purchased.

No 6 Charity Workshop

The charity has an excellent reputation for providing work based placement for a different and diverse prisoner population with a range of ages and skills.

Examples of recent work is as follows;

- Refurbishment of the Role of Honour Board for Wakefield Trinity Wildcats.
- Production of bird box boots.
- Jewellery boxes.
- Toy chests.

No 8 Textile Workshop

All work carried out in this textile shop is contracted by a central body of the prison service producing prisoner clothing, they are given quarterly targets.

No 12 BICS cleaning workshop

BICS has a dual role, providing specific training for prisoners who are employed as wing based cleaners. They offer structured accreditation in cleaning that is relevant when prisoners seek employment on eventually release.

BICS have also recently won a contract to carry out the deep cleaning program for the prison, thus making a significant cost saving toward the establishment budget. Each area is deep cleaned twice a year.

No 13 PICTA Worksop

All courses are based on different prisoners' abilities. Accreditation is offered. Currently a further member of staff is being sought.

No 15 Woodwork Workshop

Is recognised as delivering excellent work. The high quality products are sold to members of staff and or donated to charitable organisations adopted by the establishment.

No 16 Re-Cycling Workshop

Has shown a month on month increase in volume of recycled waste. A new conveyor belt has been recently installed, allowing more rubbish to be processed. Quality items such as cardboard and plastic are sent separately to be reused. Further products such as glass and plastic are being considered.

Workshop not fit for use

No 9 workshop condemned due to leaking roof.

No 11 Workshop condemned due to leaking roof.

Conclusion

Recent restructuring of staff manning levels has caused the occasional closure of workshops. In the main this is due to the lack of supervisory officers.

Wakefield would like to increase prisoner work activity, thus allowing more time spent off the wing in active employment. This would seem to fall in line with the services vision of prisoners working a 40 hour week.

A big issue faced by Wakefield Prison is the condition of the workshops and that some of the workplaces are not fit for purpose. In the main the problem is that of building deterioration but more particularly roofing.

5.10 BOARD RECRUITMENT & TRAINING

The Board has a complement of twenty, but has been reduced to thirteen due to resignations and a sabbatical period. Some experienced members, including the previous Chair, retired during the year. The Board undertook a very successful recruitment campaign, and conducted five visits by groups of interested people to the prison, of which 15 were interviewed, and six recommended last year. Only three have been able to enter the prison for several months after their appointment due to changes in administrative systems and delays in security clearance. This has resulted in the loss of one potential member, and a strain on the remaining members of the Board. Having to accommodate four new members has placed extra responsibilities on existing members and their commitment of time. Each requires to attend for at least six rota visits which, if every visit is used for training will take at least six months to achieve the level needed.

Board members have undertaken statutory training where required. More training is becoming mandatory and is a significant drain on the Board's budget as well as requiring more frequent attendances. Individual members have undertaken national induction and role training.

6

BOARD STATISTICS

Recommended complement of Board members	20
Number of Board members at start of the reporting period	14
Number of Board members at the end of the reporting period	13
Number of new members joining within the reporting period	4
Number of members leaving within the reporting period	5
Total number of Board meetings during reporting period	12
Average number of attendance at Board meetings during period	11
Number of attendances at meetings other than Board meetings	98
Total number of visits to the prison (including all meetings)	475
Total number of applications received	215
Total number of segregation reviews held	39
Total number of segregation reviews attended	39

APPLICATIONS TO THE BOARD
(Covering the period May 2008-April 2012)

CODE	SUBJECT	2008/2009	2009/2010	2010/2011	2011/2012
A	Accommodation	0	3	3	4
B	Adjudications	1	1	5	3
C	Diversity related	10	5	0	5
D	Education/employment/training	6	14	16	32
E	Family/visits	5	4	3	12
F	Food/kitchen related	2	4	3	5
G	Health related	4	8	4	14
H	Property	22	19	13	33
I	Sentence related	6	4	1	13
J	Staff/prisoner/related	13	14	24	37
K	Transfers	10	7	3	2
L	Miscellaneous	52	46	36	55
Total number of applications		131	129	111	215