



Independent Monitoring Board  
HMP Wolds  
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## **HMP WOLDS**

# **INDEPENDENT MONITORING BOARD**

## **ANNUAL REPORT**

**1<sup>st</sup> JUNE 2010 – 31<sup>st</sup> MAY 2011**

**Embargoed Until 31<sup>st</sup> October 2011**

## **SECTION 1**

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### **STATUTORY ROLE OF THE IMB**

The Prisons' Act (1952) and the Immigration and Asylum Act (1999) require every prison and Immigration Removal Centre to be monitored by an Independent Board, appointed by the Minister of Justice (formerly by the Home Secretary). Appointed members are volunteers, who are recruited from the local community in which the prison is situated.

The Independent Monitoring 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 offenders for release.
2. Inform the Secretary of State or any other official, from whom it has delegated authority, of any concerns it has.
3. Report annually to the Secretary of State on how well the prison has met the standards and requirements placed upon it and what impact these have on those in custody.

To enable the Board to fulfil 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

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### EXECUTIVE SUMMARY

During the year, the prison has worked hard to address the shortfalls identified in the disappointing HMIP Report published in July. A new Director has been appointed and is introducing changes, which reflect her knowledge and experience from other prisons and the need for the prison to remain competitive.

Towards the end of the year, the national initiative **User Voice** was introduced at the Wolds. The first election to the User Voice Council is scheduled to take place in August/September.

A new staff roster has been introduced, which has been kept under review. Staff shortages have become apparent, which have resulted in officers carrying out unfamiliar duties and being able to devote less time to core aspects of their responsibilities, e.g. the Personal Officer role. The IMB realises that cuts are necessary locally and nationally and will remain watchful as to their impact on the prisoners and the security of the prison.

There has been one Death in Custody over the past year. The Coroner found this death to be from natural causes and the Ombudsman made only one recommendation in the prison's handling of the incident, which has been implemented.

The Board and G4S personnel have good relationships and Board members have attended many group/representative meetings throughout the year. We would particularly like to thank our IMB Clerk, who has helped to facilitate us through a period of Board changes and shortages very efficiently,

The Kitchen has not only remained very popular with prisoners as employment but has also produced some very good results in NVQ qualifications.

The Board would like to draw the attention of the Minister and Management to the following issues of concern, some of which have been raised in previous years.

- Some prisoners get themselves into the Care and Separation Unit and then refuse to leave. There appears to be no sanction against this behaviour.
- We consider that the Wolds is not the appropriate location for some prisoners who become ill or who are transferred in with illness or injury. Arranging transfer of these prisoners has caused problems and an agreed clinical transfer policy remains outstanding.
- There is a backlog of prisoners who have reached Category D but no accommodation can be arranged for their transfer.
- Problems remain with Parole Board hearings. Some are still up to twelve months behind schedule.
- Although G4S has endeavoured to attract further employment opportunities to the prison, this area continues to be a problem in providing sufficient rehabilitation training posts.

- Bureaucracy seems evermore time consuming. At a time of cut backs, a general review of paperwork nationally could release valuable officer time, without compromising the care and security of the prisoners.

## **SECTION 4**

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### **PROFILE OF THE PRISON**

#### **4.1 Description of the Prison**

HMP Wolds is a Category C Training prison for adult males. It is a contracted prison and has been managed by G4S and its predecessor companies since opening. The prison was awarded a 10 years extension of contract in 2002. The contract was for up to 395 offenders, to include 100 second stage Lifers.

The prison is situated in a rural setting between the villages of North and South Cave, adjacent to HMP Everthorpe, some 16 miles west of Hull. The nearest railway station is Brough, which is served by trains travelling between Hull, Sheffield, York, Manchester and London King's Cross. There is a local bus route from Brough, which passes the prison entrance with an hourly service. The prison is also situated close to Junction 38 of the M62 Motorway.

The prison opened in 1992 and the estate is therefore relatively modern. The buildings are well maintained, although there were some design faults in the original construction, which have led to some long standing problems that have been too expensive to resolve until now – e.g. the ventilation and drainage in the showers on the residential units. The grounds are not extensive but are well maintained and attractive horticulturally. Allotment spaces are allocated to Lifers and these are judged annually. The exercise yard has a hard surface, which does not permit outside sport activity.

The main residential accommodation consists of 3 blocks, which are divided into 6 two storey units. An additional smaller residential unit has been used during the year when requirements on the prison population have fluctuated. This has now closed. A proportion of prisoners continue to be doubled up in single cells, which is not satisfactory.

Facilities at the prison include Healthcare, dealing with primary care and mental health issues; the Care and Separation Unit, which houses one special cell; an Induction Unit; Learning and Skills Unit; Library; multi – denominational Chapel; Sports Hall; Workshops and Catering.

Training workshops are limited to SUMMIT, the prison's flagship employment opportunity, where offenders learn business, marketing and customer care skills in a commercial setting; an under-used multi-purpose workshop, where a small number of assembly and packing contracts are delivered; and several portakabins where the production of Story Book Dads, some book binding and Braille translation take place.

#### **4.2 Voluntary and Community Providers**

The funding for many of the voluntary and community groups, which have historically contributed to the resettlement and support of the offenders, has been somewhat unpredictable, with many providers either no longer in existence or unable to give the level of support of previous years. However strong links continue with the following, amongst others:

NACRO	Provides assistance with resettlement, particularly finding accommodation for offenders on release
Hull and East Yorkshire MIND	Provides offenders with information about mental health issues, where to find support and help with understanding rights
The Samaritans	Can be contacted directly by offenders and they also train offenders to be Listeners
Multi – faith religious and spiritual volunteers	Volunteers are available to support offenders and the Chaplaincy Team in the various Christian, Islamic, Buddhist, Hindu, Sikh and Jewish traditions.
Citizen's Advice	Offers help with a wide range of issues, including debt advice
YMCA – Offender Services Unit	Provides help with the funding of training
British Legion / SSAFA	Provides assistance to ex service men, who are in prison, and their families
Relate	Provides training for building positive relationships
Action for Prisoners' Families	Promotes the just treatment of prisoners' families by the prison system and society
Helena Housing	Provides advice and help to find affordable housing to rent
East Riding Voluntary Action Service	Acts as a link to various local voluntary groups and access to funding
Prisoners' Education Trust	Provides educational opportunities for offenders to make a positive change in their lives, particularly in the funding of courses.

In addition, volunteers are recruited from the local community to act as mentors for individual offenders, supporting them with numeracy, literacy and other life skills.

## **SECTION 5**

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### **SPECIFIC AREAS OF INTEREST**

#### **5.1 Care and Separation Unit**

This Unit currently consists of 15 cells plus a special unfurnished cell, although plans are well on the way to transfer this facility to B Unit, which will become the Safer Custody Unit. This will allow for 12 segregation cells, with the balance incorporating offenders on induction and others who are more mature and/or more vulnerable.

A core team of specially appointed officers, who undertake their duties with firmness & understanding, staffs the CSU. Prisoners are allowed to wear their own clothes.

The Unit is always clean, although the occupants keep individual cells in a variable state of tidiness and cleanliness. All prisoners are offered a daily shower and exercise in one of the two adjacent yards. Some prisoners keep themselves occupied but many spend their days asleep. An offer of "in-cell" employment is always made, which is normally some type of education but the take up is not great.

IMB members attend the majority of Rule 45 Boards, which are conducted in a timely and professional manner. Some prisoners do appear to spend too long in the Unit, either because transfers are difficult to organise or because the prisoner refuses to return to normal location. This appears to be a weakness in the system, as no further sanctions are available. Whilst lack of association, income and in-cell TV coupled with boredom should be the main deterrents to a spell in the CSU, it is apparent that, for some prisoners, the Unit is a haven from their problems on the Wings and, for others, it provides the opportunity to idle their time away.

#### **5.2 Learning and Skills**

The Education Department fulfils an important role in the life of the prison. It provides work for almost half of the total population and potentially gives offenders an opportunity to change their lives.

The Induction process involves early assessment to identify educational needs and aptitudes. The aim is to help the offender to identify the opportunities open to him in education and in other areas. The development of an electronic individual learning plan is a priority, which is nearing achievement. It will be rolled out throughout the education provision in the near future.

A wide variety of courses is on offer including Skills for Life - Levels 1, 2 and 3; Literacy and Numeracy and Work Skills. Many certificated in-house modules, covering diverse topics at different levels, are offered. Classroom attendance is good, achieving 90% regularly.

In the autumn of 2010, twenty-two students enrolled in the Open University, studying mostly at Honours and Foundation degree level. The Prisoners' Educational Trust provided funding, in most cases. Twenty-four students were involved in Distance Learning courses, provided by outside agencies. Motivation levels are high and the attrition rate is very low.

The Education Department provides help to men who are not directly involved with it, for example, to those asking for study work in the Care and Separation Unit. Cookery is a popular but irregular activity, which the Department would like to expand.

The provision of vocational training continues to be problematic. An electrical course has restarted after staff sickness. There are plans to restart Track Works and Fork Lifting skills but again funding is an issue. Discussions are continuing with Birmingham University and others with the aim of gaining funding for further I.T. initiatives, leading to more business and job opportunities. A Braille course and an Employability course are ready to run.

Fourteen offenders have successfully completed the 'Fathers Inside' Course. Interest and commitment have been high and the intention is to run 2 or 3 courses per year on a regular basis. The work at the Wolds has been recognised at a national level.

The Library provides a valuable potential resource with a range of media available. Changes in the regime hours have, however, restricted access for the offenders. Funding has continued for the writer-in-residence who has worked with many groups on various projects. A booklet has been produced on common misconceptions about Islam and this has been distributed to every prison in England.

Throughout the year, staff have attended many courses, increasing their individual skills and developing links with other organisations.

The Education Department faces a challenging year ahead. Uncertainty about prison numbers will have a knock-on effect on education funding and, therefore, on staffing and course provision. The cost of examination fees causes difficulties and the lack of work opportunities throughout the prison creates pressure and sometimes disruption within the Department, when it has to accommodate offenders, who would not naturally select education as their preferred employment.

### **5.3 Healthcare**

Healthcare had a difficult start to the year with 67 recommendations for improvement and only one area of good practice being highlighted in the HMIP Report. The report coincided with the appointment of a new Healthcare Manager. She has translated the recommendations into an improvement and action plan and, in so doing, has transformed Healthcare into a proactive service with more robust clinical practice and governance arrangements in place.

Healthcare is currently sub-contracted to Primecare but the new Director has announced that, in line with G4S strategy, plans are in development to bring Healthcare in-house, under its management.

The Prison Healthcare Partnership has met erratically over the past year and attendance from partner organisations has been variable, which has been disappointing. However, this has not inhibited the introduction of many strategic, operational and clinical improvements within the department. Some of these are listed below:

#### **Strategic**

Following increased funding, the IDTS programme has extended and can now accommodate 60 offenders.

The Drugs in Possession Strategy was implemented from the end of January. Initially a day's supply of prescribed drugs was given to suitable offenders inhabiting a single cell. This has subsequently been rolled out to a weekly supply and to other offenders, who are able to lock away their medication in cupboards outside the Wing offices.

### Operational

Space has been rationalised to increase clinical consulting rooms.

Office systems have been updated and all clinical staff now have access to SystemOne and email. They are now expected to use the computers for record keeping and to facilitate their personal development.

New furniture and blinds have improved the overall environment and privacy within the department

The Dentist's contract has been updated. All offenders have a dental assessment by the Dental Nurse within 4 weeks of admission.

The concerning rate of 'no shows' at booked doctor's appointments is being tackled by a nurse visiting the offender on the wing prior to his appointment and triaging or validating. This is having a good effect.

The Healthcare Manager now attends the Unit Representatives' Meetings and also meets up with the Doctors at their surgery once a month to ensure a consistent approach to operational and clinical practice. She also operates an 'open door' for offenders on weekdays between 14.00 and 16.00.

As part of the drive to improve hygiene standards, the Healthcare cleaners are required to sign a cleaning schedule checklist

The welcome appointment of a part-time Pharmacy Technician in May will help considerably with the ordering, stock control, prescription checking and medicine reviews within the Department.

Healthcare has now recruited a full complement of staff, which will allow for new areas of practice, e.g. the clinics for chronic illnesses, to be implemented consistently during the coming year

A rigorous approach to dealing with incidents of poor clinical practice has been implemented

### Clinical

Specialist clinics for chronic conditions are now ready to be implemented and all men are screened on arrival and annually at the Well Man's Clinic, as part of their annual medical review.

Smoking cessation programmes are now up and running

All former Healthcare Assistants have undertaken NVQ Level 3 and have been re-named Healthcare Practitioners.

All nursing staff are now undertaking Clinical Supervision.

A learning point following a natural Death in Custody has resulted in an extra code being used in the summoning of Healthcare staff to an emergency – red for bleeding; blue for respiratory failure.

There are 2 areas of concern in Healthcare. The first is the outstanding Clinical Transfer Policy for offenders requiring a swift transfer to a bedded prison healthcare facility. This policy has now been outstanding for 18 months. The second is the Board's ongoing concern about the Mental Health In-reach Team, which has been reviewed by Primecare and more recently by the local PCT. The concerns are around record keeping and the levels of activity for the funding committed. The Board would prefer to see one member of the Mental Health In-reach Team being based solely at the Wolds.

## SECTION 6

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### OTHER AREAS OF SPECIAL INTEREST

#### 6.1 Catering

The catering at the Wolds is contracted out to Aramark, which also caters at Ryehill and Altcourse prisons. It employs a catering manager, a training instructor, a kitchen manager, 2 chef supervisors and 4 chefs. The team has worked together for some years and relationships are positive. The 4 weeks rotating and seasonal menu offers a choice of 5 options at lunch and tea time. Healthy options, Halal, vegetarian and low fat meals are all identified clearly. Nutritional values and calorific requirement meet national standards. Portion control appears to be adequate. Kitchen equipment has suffered some serious breakdowns this year and there have been unacceptable delays in repair and replacement.

The main kitchen prepares meals for an average of 370 offenders, three times a day. Thirty-one offenders work there on split shifts. Four offenders and one manager work on a day shift basis in the Staff Facilities, which provides a high quality choice of hot and cold meals for staff and visitors. These jobs are highly regarded and most offenders rise to the daily challenges presented in a busy kitchen. Discipline is strict; men may not eat anything without permission and they must maintain high standards of hygiene, work, dress and behaviour. Almost all men study for qualifications; 8 at present for NVQ level 1; 5 for level 2 and 2 for the AI Assessors' exam. Two have passed the Assessors' exam this year and they help to train their peers.

The manager looks after his staff well and seeks feedback from the prison population by means of a monthly unit representatives' meeting. These are vigorous, and produce some good ideas, which the manager is willing to try – authentic curries, and weekend brunch for example. Each living unit has a food comments book, which the kitchen manager checks weekly. Comments in these are few but can be critical. The manager takes action where appropriate and possible and is not afraid to apologise if the complaint is justified. Unit representatives are now encouraging offenders to record also what they have enjoyed.

The sum of £2.37 is available for food for each man per day. This calls for skilful purchasing and the manager has good connections to do this. He takes advantage of special offers and seasonal food. His present ambition is to put more home made food on the menu. Freshly made soups were offered early this year, which met with general approval. Unlimited bread and margarine are available at every meal, as are sauces and condiments. Breakfasts now consist of a cereal pack, 'brew' pack and bread, margarine and jam. These are distributed the previous night, to allow for later unlocking and better punctuality at work. Some offenders prefer them as they can eat in the peace and quiet of their cells; others eat them the previous night, and go hungry in the morning. No one has raised an objection to the Board about this change. The other meals are eaten at tables with fixed seats in the centre of the units, which seems more civilized. The serveries are well supervised and orderly with attention to hygiene and the prevention of cross contamination.

Members of the senior management team, chaplaincy workers and some IMB members eat regularly and unannounced with the offenders and are usually well satisfied.

## 6.2 Employment

The areas offering consistent employment at the Wolds are education and cleaning; two thirds of the population are involved in one or other of these and valuable training is offered by staff in both, although they are not always a welcome option. Education is offered in the Learning and Skills Department, and on B, C and E units. Courses vary from basic literacy and life skills to Open University. Wages for education and cleaning vary between £4 and £11 per week, depending on the offender's Incentive & Enhanced Privilege status. Nineteen men are employed as orderlies in various departments, on a slightly higher wage, as they tend to have more responsibility. The large workforce of cleaners is somewhat under-employed and the standard of their work varies.

Summit Media, an Internet Marketing Agency, offers valuable IT training and work experience to 22 offenders and helps with the resettlement of successful workers. This is viewed as high status work and attracts applications from other prisons.

The Kitchens are also desirable work places, offering structured training for 35 offenders who study for NVQ levels 1 and 2 and A1 Assessor qualifications. Offenders work either in the main kitchen or the staff facilities. Aramark actively promotes resettlement in its own industry and supports ex offenders. Standards and wages are high and the work is interesting and challenging.

Trackwork, which trained men for construction and maintenance jobs in the railway industry, has offered only one 12 week course this year, because of the present economic climate. This is regrettable as the work was popular and demanding and often led to employment on release.

The main workshops have attracted only contract assembling and packaging work this year for about 20 offenders, despite the prison's efforts to attract something more substantial and permanent. Offenders can work for NVQs in Performing Manufacturing Operations.

The 6 grounds men tend the prison gardens and pick up litter daily. The gardens are well cared for and pleasant, and the work is satisfying, but it does not lead to any qualifications, despite the fact that the workers learn a great deal about growing and preparing plants.

Thirteen men work in the Family Learning Unit doing skilled and interesting work creating CDs and DVDs and special cards. They are part of *Story Book Dads*, which originated in HMP Dartmoor to keep or to improve the quality of offenders' contact with their children and relations. Offenders have great pride in what they do and love their work, which is valued highly and helps to boost self-confidence. Here and in Summit Media they are working exactly as they would in the community, albeit for shorter hours. Expert, committed and inspiring staff manage both areas.

## 6.3 Lifers and those Imprisoned for Public Protection

The two groups are settled well into the prison but there is concern over the access to parole hearings. Some hearings are arranged two months early, whilst others are over a year late. There is also a large backlog of offenders waiting to be transferred to Cat D establishments. Lifers moving to the prison are often disappointed to find that a single cell is not acquired automatically, although they are apparently advised of this before transfer.

## **6.4 Grounds**

As in previous years the grounds' team, consisting of staff and offenders, has maintained a high standard of work in and around the prison. Most, if not all, of the plants are grown in-house from seeds or cuttings, resulting in an attractive and colourful display.

The greenhouses are always fully utilized and have proved a very useful part of the overall scheme. An additional "poly tunnel" has been provided, which has not only allowed a greater variety of plants for bedding displays within the grounds, but has also increased on last year's production of hanging baskets, many being sold on to a commercial supplier for re-sale at a local farmers' market. This provides the dual purpose of additional funding, which can be ploughed back into the development of the department, and also public relations, associated with a constructive deployment of offenders.

The continued allocation of allotments to the Lifers provides a great appeal with demand outreaching the limited supply of plots. The wide variety of assorted vegetables, herbs and fruit are used by the kitchen and provide the growers with a sense of responsibility and purpose.

The annual competition for the best allotment has contributed to increased production, variety and quality, which the judges find highly commendable.

The chicken coop creates an interest with the offenders responsible for its upkeep and the hens continue to produce a good supply of eggs for use in the kitchen.

## **6.5 Security**

Drugs and mobile phones remain the main causes for concern but major advances have been made over the last year.

Metal grilles have now been fitted to all outward-looking ground floor windows and some first floor windows. This has stopped the "fishing" of items thrown over the wall. Although items continue to be lobbed into the exercise yard and the area outside Healthcare, increased vigilance by prison staff, especially during periods when offenders are moving about the prison, has greatly reduced the number of illegal packages getting into offenders' hands by this means.

The amount of drugs coming in through the post is also believed to be small.

This means that the main means of passing illegal items into the prison is through visits. Packages are passed between visitor and offender by an ingenious variety of means and in a busy hall with, at times, only one officer monitoring the activities of dozens of people, it is not surprising that a fleeting contact is not always noticed.

The drug dogs (one active, one passive) are now in constant use. The handler has an unpredictable shift pattern so that his activities cannot be readily anticipated.

A full search of the prison involving staff and dogs from other establishments was carried out in May. A large amount of contraband was recovered and staff are confident that much more was rapidly disposed of, as the scale of the search became apparent to offenders. With the number of mobile phones greatly reduced, offenders are organising drug deliveries via the PIN phones, which are more readily monitored by security staff.

The success of the drive against drugs and mobile phones, used to organise their delivery, can be measured by the fall in the Mandatory Drug Testing figures, which have come down from over 30% to single figures.

The new Director has implemented a zero tolerance regime and offenders breaking prison rules can expect the published tariff guidelines to be fully applied. Information from offenders suggests that they can see changes, and the prison is feeling safer.

## **6.6 Equality and Diversity**

The Offender Forums are held regularly but only the Disability and Over 50's Forums are well attended. The remaining forums are very poorly attended, if at all.

Most Religious and Cultural events are celebrated and are well accepted. Muslim offenders were particularly complimentary about the prison's respectful handling of Ramadan.

The Equality Meeting is held bi-monthly and is well attended by staff from across the prison as well as offender representatives. Points from the Offenders' Forums are discussed and, where possible, resolved.

All targets have been met.

## **6.7 Resettlement**

The Resettlement Team sees all offenders within fourteen days of arrival in the prison. Their needs are assessed and any help given, including assistance with financial arrangements and accommodation on release. A couple of offenders work in Resettlement and have become quite expert in their knowledge and advice.

The team works with many outside agencies in Humberside and West Yorkshire. Unfortunately due to the Government cuts, the amount of help that they are able to offer is reducing and this is a cause for concern

The Resettlement Policy Group meets on a regular basis. There is a wide representation from across the prison.

## **6.8 Visits**

Domestic visits take place between 14.00 and 16.30 from Tuesday to Sunday, with the weekend sessions being the busiest. Mondays are devoted to Family Learning and Lifers' days, although the latter have been less popular recently.

The layout of the Visits' Hall was reorganised early in the year, to improve the overall observation and monitoring of activity. This has improved significantly the visibility of the closed visits' booths, which are used for official visits, offender management interviews and for offenders, for whom security intelligence has highlighted risks at visiting time or who have breached prison rules. The Visits' Hall is bright and has a well-equipped play area for 3 to 10 year olds. Twenty-two visits can be accommodated at any one time. A simple refreshment bar offers a limited range of drinks and snacks and there are plans to upgrade this and to bring its management in-house.

There are now 2 dogs trained to identify drugs and mobile phones. They operate an irregular rota and check adults and children before they enter the Visits' Hall. There was a period early in the year when there were no dogs working and this coincided

with a high level of positive mandatory drug tests and mobile phone finds amongst prisoners.

The Board has been concerned about the level of staffing in the Visits' Hall, particularly when it is full. Staff have also reported on many occasions that their radios were not working properly and Board members have noted and reported that, at busy times, the CCTV room has regularly been left unmanned.

## **SECTION 7**

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### **OTHER ISSUES OF NOTE**

#### **7.1 HMIP Report**

The level of criticism and the number of recommendations (235) for improvement in HMIP Report, published in July, took the Board somewhat by surprise. However, the IMB has been impressed by the way that the prison has converted the recommendations into dynamic action plans and is working to address the shortcomings identified. The Report also acted as a catalyst for the IMB to reflect on its own role, relationships and ways of monitoring within the prison and how it should be more assertive in its role as critical friend.

#### **7.2 Leadership**

Mr Dave McDonnell retired at the end of March after many years of commitment to the prison service and to the Wolds in particular, where he had two extended periods as its Director. Mr McDonnell has been a popular, experienced, wise and sensitive Director and the IMB wishes him well in the next stage of his life.

Mrs Cathy James has taken over as the new Director. She brings a wealth of experience to the Wolds at a difficult time, as G4S prepares for its rebid for the contract. Despite facing some difficult challenges in her early days at the prison, staff appear to have welcomed her hands-on approach and firm handling of security and behaviour breaches.

#### **7.3 Eviction of a former prisoner**

The IMB has been concerned for the well being of a former offender released from the Wolds, who chose to set up an encampment in woodland at the entrance to the prison, over three years ago. Various attempts by the authorities to move him into suitable accommodation were not taken up by the man, who has been exercising his right to protest because of numerous grievances against the police.

The man was forcibly evicted from the prison's land in April and has chosen to take his protests elsewhere. This situation was covered in the local press. Although this has been a difficult time for the man concerned and embarrassing for the prison, against which the man had no grievances, the IMB is satisfied that sufficient help and support were offered by the authorities to prevent him from having to live in this way.

#### **7.4 Radio Interview**

Radio Humberside interviewed two members of the IMB during its promotion of volunteering in the community in the national Volunteer Week. The interview went well and the members were able to describe the role of the IMB and the other ways of volunteering in prisons.

#### **7.5 Paper overload**

While it is recognised that the keeping of records is important, Board members note that the burgeoning amount of paperwork required of the prison is a major burden. For instance, during a typical adjudication, up to 20 or more pieces of paper are put before the Chair for each charge, in addition to many more brought by the reporting

officer. Particularly where an offender faces multiple charges this slows the process down and is an unhelpful distraction to the Chair. It would be appreciated if the Minister could find a way to reduce the burden of excessive bureaucracy, which wastes time, energy and money.

## **SECTION 8**

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### **THE WORK OF THE IMB**

#### **8.1 Overview**

At the start of the year, there were 10 active members. Five members, with a combined service to the Board of 50 years, retired in December. After an embarrassingly protracted recruitment period due to the General Election, 3 of the 4 appointed candidates commenced their induction in September. At the end of May there were 8 active members from an agreed new complement of 13 members. The Chairman is extremely grateful to the commitment shown by these members, who have not only had to undertake additional rota visits but also deal with induction under pressure.

A new round of recruitment was launched in November and 6 new members will start their induction in July, taking the membership to 14, until natural wastage brings the number back to 13. Whilst the Board appreciates the need for rigorous recruitment and screening, the process is laborious, time consuming and can be off-putting for candidates, who can feel lost in the system.

The age range of the Board has been 50 to 70+. Despite specifically inviting interest from the black and ethnic minority communities to join the Board, this has not been successful. The average age of the Board will however, be reduced significantly next year, with the recruitment of two younger women.

The duties of the Board members are rostered up to 6 months in advance. Applications, Adjudications, Rule 45 Boards and Rota Visits are all undertaken in the same week. This will be reviewed again when the new members start. Members are also allocated areas of special interest, attend associated committee meetings and report on these during the year.

The Board meets formally once a month. The Director or his/her Deputy attends this meeting. It was customary for the Controller to attend as well but this has recently been reviewed and considered not to be necessary.

National Training Courses are attended as required and informative talks from prison staff are presented before the Board meetings on alternate months.

The Board did not undertake an Annual Team Performance Review during the year because of change of membership and the pressures on it mentioned above. This will be rectified in September.

Board members have visited HMP Newhall and HMP Askham Grange during the year. Some members also visited the York Association for the Care and Resettlement of Offenders and York Magistrates' Court, to develop their understanding of other parts of the Criminal Justice System.

IMB members seek to maintain a fair, active and independent presence in the prison.

**SUMMARY OF APPLICATIONS AND COMPLAINTS RECEIVED BY THE IMB**

	<b>SUBJECT</b>	<b>JUNE</b>	<b>JULY</b>	<b>AUG</b>	<b>SEPT</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>TOTAL</b>
1	ASSAULTS BY OTHERS													<b>0</b>
2	ASSAULTS BY STAFF										1			<b>1</b>
3	CATERING								1					<b>1</b>
4	CHAPLAINCY							1						<b>1</b>
5	CLOTHING									1		1		<b>2</b>
6	DRUG TESTING													<b>0</b>
7	EDUCATION												2	<b>2</b>
8	EXERCISE/PE													<b>0</b>
9	GOOD ORDER/ADJUDICATIONS					1			2			2		<b>5</b>
10	ROTL							1						<b>1</b>
11	INCENTIVES & PRIVILEGES										2	2	1	<b>5</b>
12	INFORMATION													<b>0</b>
13	LEISURE/RECREATION													<b>0</b>
14	LIBRARY													<b>0</b>
15	MAIL	1												<b>1</b>
16	MEDICAL						2		2	1				<b>5</b>
17	OTHER	1			1	1	1		1		1	2		<b>8</b>
18	PERSONAL/PROPERTY/CASH			3	2	2	2	1	2	1		1	3	<b>17</b>
19	PROBATION							1						<b>1</b>
20	RACE RELATIONS				1						2			<b>3</b>
21	RE-CATS	1					1							<b>2</b>
22	REGIME	3		2	1	3		1	2	3	1		2	<b>18</b>
23	SEARCHES							1		1			2	<b>4</b>
24	TELEPHONE											1		<b>1</b>
25	TRANSFERS - EXTERNAL							1	1	2	1			<b>5</b>
26	TRANSFERS - INTERNAL			1										<b>1</b>
27	VISITS			3		1	1					1		<b>6</b>
28	WORK									1				<b>1</b>
29	NOT PROCEEDED WITH							1						<b>1</b>
	<b>TOTAL</b>	<b>6</b>	<b>0</b>	<b>9</b>	<b>5</b>	<b>8</b>	<b>7</b>	<b>8</b>	<b>11</b>	<b>10</b>	<b>8</b>	<b>10</b>	<b>10</b>	<b>92</b>

**IMB Statistics**

Recommended Complement of Board Members	16
Number of Board Members at start of the reporting period	13
Number of Board Members at end of the reporting period	8
Number of new members joining within the reporting period	3
Number of Board members leaving within the reporting period	5
Total number of Board meetings during the reporting period	12
Average number of attendances at the Board meetings during the reporting period	8
Total number of visits to the prison (including all meetings)	374
Total number of applications received	92