



**HMP KIRKLEVINGTON GRANGE
INDEPENDENT MONITORING BOARD**

**ANNUAL REPORT
1st January 2014 – 31st December 2014**

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, any concern it has.
- (3) report annually to the Secretary of State on how well the prison has met the standards and requirements placed on it and what impact these have on those in its custody.**

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

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3 Description of the Prison

3.1 The status of HMP Kirklevington Grange was changed in 2014. Instead of taking both Category C and Category D adult male prisoners, it now takes only Category D prisoners and has been designated as an open prison. The operational capacity of the prison in 2014 was 303 for most of the year but it sometimes operated below capacity.

3.2 Kirklevington Grange still concentrates on its role as a resettlement prison in preparing prisoners, many coming towards the end of their sentence, for life back in the community. But whereas before, the prison was able carefully to select prisoners, now all Category D prisoners are eligible for transfer to Kirklevington Grange.

3.3 On arrival prisoners undergo a rigorous risk assessment. Following changes to national procedures in 2014, this risk assessment may take up to three months. Then, if appropriate, prisoners are eligible for release on temporary licence (ROTL). Initially they undertake unpaid community work and then may be able to get paid work or further education and training outside the prison, if this is available and part of their sentence plan.

3.4 Prisoners are accommodated within the main building and in four units situated in the grounds. Three of these were originally accommodation units on oil platforms, while the fourth and most recent was purpose built. Further facilities within the establishment include an education centre, gymnasium, workshops for welding, woodwork and white goods repair and maintenance, recycling facilities and extensive greenhouses and gardening areas.

3.5 During 2014 education continued to be provided by The Manchester College and healthcare by Care UK. Durham Tees Valley Probation runs a number of accredited offending behaviour programmes. The charity MIND provides weekly advice and support on mental health issues. Volunteers from NEPACS (North East Prisoners After Care Society) run a tea bar in the visits room and shop facilities are provided by DHL.

4 Executive Summary

4.1 HMP Kirklevington Grange is a successful prison. Prisoners who come here have good opportunities to improve their chances of positive resettlement once they are released. The Board's 2013 report was very positive and this 2014 report is in a similar vein.

4.2 The prison was subject to considerable challenges and potential strains in 2014. The change in status to open prison resulted in a different and more demanding prisoner clientele. The national changes to the arrangements for release on temporary licence caused uncertainty at first and then some resentment on the part of prisoners. In the Board's view, on all these issues the prison regime responded well.

4.3 Inevitably Kirklevington Grange does not suit all prisoners. Sometimes their expectations are not matched by the reality, for example, when thorough risk assessment can delay release on temporary licence by three months from the date of arrival. The great majority of prisoners find conditions at Kirklevington Grange

reasonable and fair. This is reflected in the continued very low rate of applications to the Board.

4.4 On making their weekly rota visits, Board members invariably found the prison to be calm and orderly. Time and again Board members were struck by the commitment and industry of prisoners in the work areas. The coffee shop and car valeting service go from strength to strength and expanded their operations in 2014. The number of prisoners in paid employment stabilised at around the peak achieved the year before (overall between sixty and seventy prisoners).

4.5 Prisoners are generally safe at Kirklevington Grange. The incidence of reported bullying decreased significantly compared with the previous year. Kirklevington Grange is by no means immune from the problem of illicit drug taking and the increased use of new psychoactive substances, which are difficult to trace. However, the prison has not experienced the increased levels of violence which has been a recent feature of many prisons.

4.6 In 2013 the Board expressed concern at the number of complaints from prisoners who lost property on their transfer to Kirklevington Grange from another prison. Although the Board received five applications on this issue in 2014, the problems relating to property transfer no longer seem as acute as they were. This year the Board has no particular issues requiring a response from the Minister or the Prison Service.

5 Equality and Inclusion

5.1 The prison continues to take very seriously its obligations under the 2010 Equality Act, and has a range of policies and procedures, which demonstrates its commitment to promoting equality and inclusion. A revised Single Equality Action Plan was produced during 2014, and this covers all nine protected characteristics as defined within the Equality Act, both for prisoners and staff, as well as the additional needs of Travellers/Gypsies and Veterans in Custody. Each category has a nominated Staff Champion, and there is much relevant information displayed on a number of strategically located notice boards. These Equality Representatives now meet together monthly to ensure a constant review of all aspects of the Action Plan.

5.2 The prison monitors these issues through regular meetings of the full Single Equality Action Team. Normally chaired by the Deputy Governor, these meetings are now held quarterly to coincide with the publication of the NOMS Equality Monitoring Tool, which has replaced the earlier SMART statistics. However, due to the comparatively low number of prisoners accommodated at HMP Kirklevington Grange, it is often difficult to measure its own findings against the national figures, as any numbers below thirty in a prison's return are disregarded within the national statistics, and many of this prison's individual statistics are below thirty! The quarterly meetings are divided into two parts, one covering prisoners and the other covering staff. There are also prisoner representatives for each category, and they are able to attend, and to actively participate in that part of the meeting which relates to prisoners, and it is pleasing to note that their contributions at meetings are wide-ranging and well-informed.

5.3 There is a very active Chaplaincy team within the prison, at least one member of which is available during the day on most days of the week, and on three evenings each week, representing the major religions of Christianity and of Islam, with

ministers of other faiths or religions available to attend as and when required. Christian Services and Muslim Prayers are each held weekly. The Chaplaincy team, when requested, readily provides short informal bereavement sessions, while professional counseling is also readily available through the CRUSE national charity. The Chaplaincy team also has access to the National Association of Prison Visitors to support those prisoners who request such visits.

5.4 A wide variety of events and displays were provided during the year, including one to highlight the lifestyles and traditions of Travellers/Gypsies, and another to commemorate Holocaust Memorial Day. The World Cup Football Tournament in Brazil was used as a good opportunity to increase the knowledge of different nationalities and their cultures, culminating in a music event which incorporated songs from all the participating countries. An Anne Frank Exhibition during October was poignantly supported by a visit from a survivor of a WW2 Nazi concentration camp. A Nelson Mandela event was held in March, and a number of displays were arranged in October to mark Black History Month. For much of the activity to foster equality and inclusion, the prisoners have benefited from the excellent additional relevant resources provided by its own Library team, as well as by other local services.

5.5 The season of Ramadan and the major feast of Eid are fully supported within the prison, and there is meticulous catering planning for them through a special meeting convened by the Catering Manager a month or so in advance, involving the Imam and Prisoner Representatives, together with other interested staff. The planning always considers a review of the previous year's experiences, and so results in a smooth and efficient response to the fasting needs of Muslim prisoners, some of whom do have differing requirements due to their involvement in external community work or paid employment, sometimes involving shift-work. This year's catering provision for Ramadan was extremely efficient, with no problems identified by participating prisoners, which included 27 Muslims and 5 non-Muslims.

5.6 A small group of about thirty prisoners who are aged over 50 meet on a regular basis, and are generally satisfied that their particular needs are appropriately addressed. At one point during the year, this group included five prisoners who were above the statutory retirement age.

5.7 Discrimination incident reports are reviewed regularly. Again, the numbers here are small, about twenty during the year, with most reports originating from staff. There have been some minor incidents of racist graffiti, but no other issues of major concern were reported.

5.8 The Veterans in Custody group usually numbers about 24, and they meet monthly with their Staff Champion, and often with a member of the Chaplaincy team who has military experience. Again this year, the group undertook a sponsored "Long March", walking twenty miles each day and culminating on Remembrance Sunday, and resulting in significant sums raised for two Service charities.

6 Education, Learning and Skills

6.1 The Board is pleased to report favourably on both the uptake and quality of the education provision in the prison.

6.2 Every offender who transfers to the prison is assessed for levels of numeracy and literacy. Individual programmes of learning are put in place and educational requirements are incorporated into prisoners' sentence plans. All prisoners are required to achieve Level 1 in numeracy and literacy. All prisoners engage in a functional skills programme. Prisoners studying for these levels of achievement range in age from 22 year olds to the oldest prisoner at 67 years old.

6.3 Board members have found prisoners in the classroom situation to be engaged on task and polite. Behaviour within the classroom is excellent. Staff are friendly and encouraging. Learners are rewarded by praise and certification and there is a yearly awards afternoon, which is well attended by prisoners, staff and visitors.

6.4 Failure to attend education sessions is well managed by the staff and is dealt with in a positive way. There can be some time conflicts with other requirements of the resettlement regime, for example, compulsory community work and paid work commitments, but these tensions are also dealt with in a positive and accommodating way by the staff.

6.5 Attendance at education sessions is monitored and absenteeism is handled well. The average attendance figure is 92 per cent. At the time of writing, three prisoners are engaged in distance learning and help with this is available.

6.6 Prisoners now regularly use the Virtual Campus facility. The prison has some computers available for individual cell based usage by prisoners. However security issues, but more usually, lack of funding to put available machines into use, mean that these are unfortunately not available to be issued at present. Distance learners can use the computers in the general areas of the education provision but not in their rooms where interruptions and noise would be lessened.

6.7 The number of prisoners accessing educational provision is high. Pass rates are also high and compare very favourably with results in the outside world. Level 1 English and Maths have figures of 95 per cent and 91 per cent respectively. Level 2 English and Maths have figures of 69 per cent and 90 per cent respectively.

6.8 Corridor wall displays outside the main classrooms give prisoners good clear information about the educational provision and expectations of the establishment. An appointment system is in place for prisoners to seek help and advice from the staff.

7 Healthcare and Mental Health

7.1 The provision of healthcare to prisoners continues to be good, even as the demands on the service increase and staff come under continuing pressure. This says a great deal about the calibre and commitment of the healthcare staff at Kirklevington Grange. Prisoners in Kirklevington are now presenting with more and more complex health needs, as the composition of the prison population changes. For example, there are more older prisoners and more requiring the prescription of methadone – these factors put more pressure on the service.

7.2 Nevertheless prisoners generally speak positively about the healthcare they receive. In most cases it is likely they have access to a more responsive service than they might in the wider community outside. Healthcare was raised informally with

Board members on four occasions in 2014 but rota visit reports rarely referred to the issue.

7.3 As in 2013 the exception was the provision of dental services. Regularly during 2014 the dentist was late and appointments overran. A new contract has now resolved the problem.

7.4 Prisoners who need in-patient care go to HMP Holme House, which has the facilities to provide 24 hour healthcare. For hospital out-patient care or appointments for external providers like opticians, prisoners may have to be escorted if their risk assessment does not yet allow them to make their own way. The new ROTL arrangements, introduced in 2014, have created some pressure here, since prisoners may have to wait twelve weeks before the risk assessment allows them to leave the prison unaccompanied.

7.5 Compared to many prisons Kirklevington Grange has relatively few prisoners with mental health problems (usually a caseload of around ten). Prisoners who need it have access to care and support from suitably trained professionals via a continuing partnership with the Tees, Esk and Wear Valley Foundation Trust.

7.6 Drug and alcohol abuse is a continuing problem in the prison and, as elsewhere, is complicated by the increasing use of new psychoactive substances (NPS), often known as 'legal highs'. There is no doubt that the prison treats drug abuse as a top priority: there is a mandatory drug testing regime and the area drug dog team make regular unannounced visits.

7.7 Good support for prisoners to tackle drug issues comes from the Drug and Alcohol Recovery Team (DART). A DART mentor, recruited from within the ranks of the prisoners, has provided during a large part of the year very useful help with queries and induction issues.

7.8 The healthcare team along with other prison staff make a considerable effort to promote the physical and mental health of prisoners. A Prison Health Promotion Group meets every other month and oversees the health promotion strategy for such issues as smoking cessation, healthy eating and cancer awareness.

7.9 The accommodation provided for healthcare services is satisfactory in terms of space and facilities. However, it tends to be too cold in the winter and too hot in the summer and there have been continual problems with a leaking roof.

8 Purposeful Activity

8.1 The Board is pleased to report positively on the range and quality of work opportunities in this prison, on the standard of the training and on the achievements of the prisoners. The prison tries successfully to ensure that the type and range of work available for prisoners is suitable for developing skills and qualifications that are recognised by employers in the outside world of work. The prison aims to ensure that every prisoner is engaged in at least six hours of purposeful activity every day.

8.2 Prisoners are required to show that by attending classes, courses and being in purposeful employment they are fully engaged with the resettlement regime of the prison. Failure to do this can result in sanctions. The steps to be taken by each

prisoner from entry to the prison to finding paid employment or training are laid out and clear wall displays are prominently displayed to reinforce this.

8.3 Every prisoner is required to complete thirty days of charitable work in the local community. For some prisoners this is the first time that they have been in this world of work with its requirements of timekeeping, responsibility of travel to and from work and also interacting with fellow workers and the general public. Community work is unpaid and involves work in local charity organisations and their retail outlets plus other varied projects, including tidying and caring for local church graveyards and grounds, working alongside employed forestry workers in local community forests and helping in a Riding for the Disabled establishment.

8.4 The Task Force is a popular choice for some prisoners who are then employed on local community projects. The work undertaken is varied and includes fencing made in the prison and erected in places like schools and parks.

8.5 Purposeful activity inside the prison is varied and gives prisoners the opportunity to gain certificated qualifications that are recognised by potential employers.

8.6 The prison has a large garden area where prisoners are engaged in growing vegetables and garden plants. These are a popular purchase by members of the public who visit the outside coffee shop. Prisoners are trained and gain certification in horticulture, use of tools and the use of large garden equipment, including motorised vehicles. The introduction of a small flock of chickens has been popular with the prisoners who are engaged in all aspects of their care. There are also four beehives in the garden area. The eggs and honey are sold to the public.

8.7 The prison has an active recycling ethos with a dedicated area for the recycling of clothes and bedding left by prisoners on release. There is a waste food recycling machine and a machine that recycles waste paper and card board into fuel cylinders for wood-burning stoves. The new wood workshop also uses recycled wood/furniture to make various objects, which once again are offered for sale to the general public through the coffee shop. The white goods department is a successful part of this recycling ethos where a local charity organisation supplies broken white goods to the prison where they are refurbished and re-engineered back into safe working order and then distributed back to the charity estate. Success in the certificated courses is high.

8.8 Some impressive work has been achieved in the welding shop. Projects have included a bridge for a local park, garden gates and metal furniture. The welding shop has a full order book and there are ten prisoners engaged in training for certification. The scrap metals of the welding shop are also recycled.

8.9 The prison now has two coffee shops, one outside the prison gates, but still within the grounds, the other in the main prison building. The prisoners working here gain certificates in catering, barista skills and food safety. The external coffee shop is open to the public and provides a popular and varied menu at reasonable prices. It has been so popular in fact that in 2014 it was substantially increased in size.

8.10 The introduction of the car washing facility, once again staffed by prisoners, goes from strength to strength and now has many regular users. These outside working areas of the prison have been accepted as a "good thing" with the public who use the car wash facility and the coffee shop. Family visitors to the prison are

also users of this innovative facility. Verbal feedback from the public who use these facilities is full of praise for the industry and politeness of the prisoners involved.

8.11 There are two gym areas available for use by the prisoners. One is inside the main prison building and the other larger gym is in the grounds. The staff responsible for the gym usage recently reorganised the times that are available to prisoners so that all can be accommodated. This avoids the problem of prisoners returning from outside work and not being able to use the gym. The new system is working well. Behaviour in the gym is very good with no problems reported. The equipment is good, modern and well maintained.

8.12 There is a well-stocked and well-used library. The usage is very good with around 95 per cent involvement by the prisoners. The library runs a Six Book Challenge for the prisoners to encourage reading skills. The library has regular and up-to-date displays that relate to national and international events e.g. Black History week, Remembrance of World War 1, poetry for Valentine's Day,

8.13 Around 65 prisoners at any one time have been employed outside the prison in paid employment. Prisoners are actively involved in finding their own employment, with help available from the Training and Employment team (TEG) together with the Careers Service based in the prison. Courses are partly funded by the prison or fully funded by the prisoners or by employers, or by a combination of funders. Prisoners travel to their places of employment independently and some have their own transport.

8.14 Prisoners pursuing education courses outside include one at Newcastle University studying for a degree course, 24 prisoners studying full time courses at various local colleges, 12 in part-time courses. Other prisoners are studying for a range of vocational courses including cable and fibre optics, HGV driving, diving courses, scaffolding work and bricklaying.

9 Resettlement

9.1 The Board has been impressed by the prison's work to promote the resettlement of prisoners. Every prisoner is individually managed and their needs addressed. All staff in the prison know how they feed into the offender management system and everyone has a role in it. This is a big strength.

9.2 To enable prisoners to adjust to an open prison each prisoner is allocated a prisoner mentor and an offender supervisor on arrival and spends twelve weeks confined inside to enable them to get used to their surroundings (previously this was six weeks). They are allocated a job within the prison straight away and the prisoner mentor, who has the relevant work skills, helps them to settle in and to get used to the system.

9.3 Category D prisoners used to apply to come to Kirklevington but now prisoners are sent from surrounding prisons, with the exception of sex offenders. All prisoners should arrive with a completed good OASys (Offender assessment system). Kirklevington is starting to get people without one or often the OASys document has not been completed correctly. This means the prison does not have a complete picture of the prisoner so prison staff have to do an initial OASys which takes three times as long as a review and has an impact on prison resources. Despite this all prisoners have a fully documented OASys.

9.4 Every prisoner is allocated an Offender Supervisor (OS) and higher risk prisoners spend more time with their OS than other prisoners. Every prisoner receives a sentence plan, which they have been involved in drawing up. Sentence planning is done as part of OASys and before a risk assessment, and is reviewed annually.

9.5 Advice and assistance is available to all prisoners with reference to resettlement activities and a 'drop in centre' is held twice a day so that prisoners can talk about any issues they may have. There are a range of offender behaviour courses available to prisoners.

9.6 Prisoners are generally in Kirklevington between six months and two years although some may be in longer. There are a few prisoners who arrive at the prison with less than six months left of their sentence, sometimes only a few weeks. This is not long enough for the Offender Management Programme to be very effective in respect of their resettlement.

9.7 Prisoners receive one RDR (Resettlement Day Release) community visit once a month maximum; previously it was one per week. This caused prison staff a lot of work during May, June and July. Prisoners were not happy about the changes and it was an unsettling time for them. The Governor and staff held meetings with prisoners and had 'drop-ins' to explain the situation and, although not happy, prisoners accepted the changes.

9.8 RDRs are reviewed and risk assessed at 7-8 weeks to progress to ROTL (Release on Temporary Licence) for ROR (Resettlement Overnight Release); reviews are continuously ongoing. A risk assessment review determines the level of risk. Targets of work are set in order to progress, to establish serious, meaningful commitment.

9.9 All prisoners at Kirklevington are employed in one form or another and 60-70 at any one time are in paid work outside the prison.

9.10 There are currently 40-50 high risk prisoners on OASys, 2 MAPPA (Multi Agency Public Protection Arrangement) level 2s, the remainder level 1s. The Probation Service manage the high risk prisoners and lifers providing supervision for three supervised visits, whilst prison staff manage the lower risk prisoners. The probation service and prison staff work together and have regular team meetings.

9.11 Kirklevington has a 100 per cent success rate for Post Release Accommodation. Those prisoners who do not have a home to go to are placed in hostels until they can find their own place.

10 Safer Custody

10.1 The Board is satisfied with the way the prison handles issues to do with safer custody, in particular violence and bullying. Violence within the prison is rare and the atmosphere noted by Board members on their visits has been invariably calm and orderly.

10.2 The prison has established policies and procedures to ensure safety and order. The Safer Custody/Violence Reduction Group meets every quarter and

includes prisoner representation and a member of the Samaritans. Two prison officers act as Safer Custody coordinators.

10.3 A clear anti-bullying policy is in place and, once a problem is identified, support plans are drawn up for both victim and perpetrator. After a notable increase in reported bullying in 2013, the number of reported incidents reduced to just ten in 2014 (down from 29 complaints in 2013).

10.4 Around a dozen prisoner listeners, drawn from the ranks of the prisoners themselves and trained by the Samaritans, help to provide support and advice. Their availability is clearly publicised on the corridors and in 2014 special t-shirts were issued to increase their visibility within the prison.

10.5 Eight cases were dealt with under Assessment, Care, Custody and Teamwork (ACCT) procedures in 2014, one of which related to the only case of self harm recorded during the year. There were no suicides nor deaths in custody.

11 Segregation

11.1 Within the Segregation Unit a holding room is used for prisoners awaiting adjudication and for those who, following adjudication, are awaiting transfer to another prison. For these prisoners, rules and procedures relating to segregation do not apply.

11.2 Only very rarely is a prisoner held in the Segregation Unit for more than twenty-four hours. In these circumstances the Board is satisfied that appropriate procedures are followed to safeguard the prisoner's well being.

12 Residential services

12.1 Prisoners' accommodation continues to be maintained to a high standard. It is mainly in single rooms, although in one of the units prisoners now share a room.

12.2 In last year's report, the Board expressed concern at the number of informal complaints from prisoners who lost property on their transfer to Kirklevington Grange from other establishments. However, over 2014, while not resolved completely, the problem of prisoners' property going missing has been much less of a concern.

12.3 The kitchen has a staffing establishment of one catering manager, a café supervisor and five prison staff. A pool of around 23 prisoners is available for work in the kitchen and training to national vocational qualification (NVQ) level 1 and level 2 is available to these prisoners. The standard of cleanliness in the kitchen is high and the food served is often complimented on by the prisoners.

12.4 There are regular Food Consultative Meetings, which are attended by staff and prisoner representatives. The menus operate on a "pre-selection" basis and are refreshed on a four-week cycle. There is a modern bakery, which provides a wide variety of products to the canteen, and also to the interior and exterior coffee shops.

12.5 A member of the Board visits the kitchen each week, where they have the opportunity to inspect and taste the food. They have generally found the choice to be good and the food appetizing and of good quality. There have been few complaints from the prisoners.

13 Work of the Board

BOARD STATISTICS

Recommended Complement of Board Members	8
Number of Board Members at the start of the reporting period	7
Number of Board members at the end of the reporting period	7
Number of new members joining within the reporting period	1
Number of members leaving within reporting period	1
Total number of Board meetings during reporting period	12
Total number of visits to the Prison	203
Total number of Segregation reviews held	0
Total number of segregation reviews attended	0
Date of Annual Team Performance Review	Not Held

IMB APPLICATIONS

Code	Subject	Jan – Dec 2012	Jan – Dec 2013	Jan – Dec 2014
A	Accommodation			
B	Adjudications			
C	Equality & Diversity (inc Religion)			
D	Education/employment/training inc IEP	1	1	1
E 1	Family/visits inc mail & phone		2	
E 2	Finance/pay			
F	Food/Kitchen related			
G	Health related			
H 1	Property (within current prison)			
H 2	Property (during transfer/in another prison)			5
H 3	Canteen, facilities, Catalogue Shopping, Argos			
I	Sentence Related (inc HDC, ROTL, parole, release dates, re cat etc		2	2
J	Staff/prisoner concerns inc bullying			
K	Transfers			

L	Miscellaneous			1
	Total number of IMB applications	1	5	9
	Of total the number of IMB Confidential Access was:	0	0	0

In addition to the above, the Board dealt with verbal “on the hoof” applications. These numbered 26 during the year and covered the following topics:

Education/employment/training	2
Family visits	3
Finance/pay	2
Healthcare	4
Property during transfer	3
Sentence related, ROTL etc	8
Miscellaneous	4

Relationships between Board members and prison staff have been invariably positive and constructive at all levels. The Board is very grateful for the accommodation and clerical support, particularly from two very helpful job-sharing clerks, which enables the Board to operate effectively.

This report is the work of the Board as a whole with different sections drafted by different members of the Board.

For and on behalf of the Independent Monitoring Board of HMP Kirklevington Grange

Nick Flight
Chair
April 2015