



**HER MAJESTY'S PRISON**  
**SWANSEA**

**ANNUAL REPORT**  
**end May 2014 – end May 2015**

## **Section 1**

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

The Prison Act 1952 and the Immigration and Asylum Act 1999 require every prison and IRC to be monitored by an independent Board appointed by the Secretary of State from members of the community in which the prison or centre is situated.

The Board is specifically charged to:

- (1) satisfy itself as to the humane and just treatment of those held in custody within its prison and the range and adequacy of the programmes preparing them for release.
- (2) inform promptly the Secretary of State, or any official to whom he has delegated authority as it judges appropriate, any concern it has.
- (3) report annually to the Secretary of State on how well the prison has met the standards and requirements placed on it and what impact these have on those in its custody.

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

## **SECTION 2**

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### **SECTION 3 Description of the Prison**

3.1 Her Majesty's Prison Swansea is a Category B local Prison, holding adult males and young adults. It is a traditional Victorian prison in an inner city location. Adult prisoners have either been remanded into custody from the courts while they await trial, or are convicted prisoners generally serving less than two years. The young adults are all remand prisoners.

3.2 HMP. Swansea was built in 1861 and the residential block is structurally unchanged although modernisation and upgrading has taken place. The former Healthcare Unit has been converted into residential accommodation and is expected to accommodate prisoners in the autumn of 2015. Swansea was designed to hold 219 prisoners but due to the ever increasing prison population, Swansea has a current operational capacity of 455. Most cells accommodate two prisoners however there are a few cells accommodating three along with a small number of single cells.

3.3 Respect for individuals is paramount. Relationships between staff and prisoners are central to the well being of the prison. All members of staff play a vital role in maintaining a stable and above all, safe environment. The aim of the prison, through the varied and positive programmes and activities available, is to enable prisoners to address and thus reduce their offending and to assist with resettlement. This is achieved through effective partnerships with a wide range of statutory, private and voluntary organisations.

## **EXECUTIVE SUMMARY**

### **EQUALITY AND INCLUSION**

4.1.1 It is pleasing to note that considerable progress has been made by the Equalities Team to comply with the recommendations made following a previous audit.

4.1.2 Attendance at meetings has improved significantly.

4.1.3 The appointment of a Disability Liaison Officer is viewed as a positive move as there are an increasing number of prisoners with a range of disabilities located in the prison.

### **EDUCATION, LEARNING AND SKILLS**

4.2.1 The department has had a mixed year in terms of performance. An inspection undertaken by Estyn graded the overall performance as adequate.

4.2.2 Excellent feedback was received from members of The Welsh Affairs Select Committee following their visit to the prison earlier this year. They were very impressed with the innovative work being done on the I-Media course. Prisoners are acquiring a range of skills which will be useful in the workplace. A number of key documents for Welsh speaking prisoners and staff have been translated and produced with the help of prisoners.

4.2.3 It is very disappointing however to report that the Virtual Learning Campus is still not fully operational. There does not seem to be a good reason for this lack of progress.

### **HEALTHCARE AND MENTAL HEALTH**

4.3.1. Yet again the Board must express its concerns about access to optician and dental services. Prisoners are waiting for far too long for dental/opticians appointments whether routine or emergency. Visits from these health professionals continue to be infrequent and haphazard.

4.3.2 A considerable number of prisoners arrive at H.M.P. Swansea with drug issues and the development of Patient Group Directives by the pharmacist has been widely acknowledged as good practice. This involves enabling new arrivals to receive medication for detoxification to prevent harm if they are received into the prison when access to a doctor would be difficult. This allows the prisoners to get medication right away and does not delay them having treatment.

### **PURPOSEFUL ACTIVITY**

4.4.1 Efforts continue to be made to ensure there is gainful and purposeful activity for all but with a constantly changing workforce this remains a challenge. Unfortunately it does mean that prisoners are often engaged in work that is menial and does not involve any opportunity for the acquisition of skills.

## **RESETTLEMENT**

4.5.1 The Board is very pleased to report that PACT Cymru [Prison Advice and Care Trust Wales] has introduced a new course aimed at helping prisoners whose offences are related to domestic violence. This course is long overdue.

## **SAFER CUSTODY**

4.6.1 The processing of ACCT [Assessment Care and Custody Teamwork] documents continues to be of concern, however it is recognised that more training is being put in place to ensure prisoners at risk are identified quickly and the necessary measures put in place to ensure their safety.

4.6.2 The Board continues to be concerned about the lack of suitable accommodation for listeners to conduct confidential interviews.

## **SEGREGATION SEPARATION AND CARE**

4.7.1 Last year the Board reported that whilst we were occasionally informed about segregation reviews, this was not always the case. We felt that this is an area that should be improved upon. Whilst we note an improvement in this area, there is still much to do and the Board will continue to monitor accordingly. We feel it is vital in our role as truly Independent Monitors of this Establishment that we are informed about reviews.

4.7.2 The Board is always informed within 24 hours of moves to segregation. Board members are able to see and speak to each prisoner freely.

4.7.3 The number of adjudications continues to rise with the greatest increase being in drug related offences. A relatively recent problem has been the use of 'legal highs', these are currently difficult to detect and they can cause unpredictable behaviour.

## **RESIDENTIAL SERVICES**

4.8.1 The Board continues to express concerns about overcrowding. There are a limited number of single cells and work to refurbish cells and facilities continually seems to be delayed. A number of cells have broken windows and the lack of privacy curtains around toilets is unacceptable.

4.8.2 The Catering Team has produced compacts for prisoners working in the kitchen which enables them to follow their development with a particular focus on training and professional conduct.

4.8.3 Despite budget reductions the department continues to explore new ideas and respond to suggestions received from prisoner surveys and through the prisoner forum. The Catering Team are justifiably proud of the five star food hygiene rating they have received from the Food Standards Agency.

## **SECTION 5- THE REPORT**

### **EQUALITY AND INCLUSION**

5.1.1 Equalities meetings are held every eight weeks and attendance at meetings has improved significantly during the last year.

5.1.2 DIRFS [Discrimination Incident Report Forms] and Complaints<sup>1</sup> forms are now available on all prison wings and prisoner representatives have been made aware of procedures. It has been noted that the number of DIRFS have increased recently. Posters are being produced with the help of the Learning and Skills Department and will be placed on all wings. Equality questionnaires are being completed as part of the induction process. Representatives have yet to receive training on DIRFS and PEEPS [Personal Emergency Evacuation Plan].

5.1.3 Care has been taken to provide facilities and food for Muslim prisoners during Ramadan. Feedback from prisoners about catering has been positive. The Catering Manager has organised theme meals with a variety of Chinese and Indian food. Serving spoons and utensils have been kept in accordance with the religious beliefs of those who eat Halal food.

5.1.4 New librarians have been appointed and prisoners are being encouraged to use the library although to date attendance has been poor mainly due to staff shortages and lack of motivation. Disabled prisoners are now being given help with wheelchairs to attend the library.

5.1.5 A Disability Liaison Officer has been appointed.

5.1.6 Prisoners of all age groups are encouraged to take part in sport and chess competitions with prizes offered. Bowls sessions have been organised.

5.1.7 The provision of in-cell television and radio channels continues to be a work in progress. The aim is to keep prisoners up to date with day to day events.

5.1.8 Foreign nationals and other prisoners who need assistance are being visited by immigration officers and officers from UK Border Agency. It is noted however that there is no independent immigration officer in the establishment.

5.1.9 Foreign nationals and those unable to speak English are now being helped by the availability of pictorial guides and menus.

5.1.10 The learning of the Welsh language has been organised and encouraged. An impact assessment has been undertaken and this will be discussed in the Senior Management Team meetings.

5.1.11 Coordination for the Shannon Trust has not yet progressed and a representative from EYST [Ethnic Youth Support Team] is due to be appointed soon.

5.1.12 In summary considerable progress has been made by the equalities team to comply with last year`s audit report.

## **EDUCATION, LEARNING AND SKILLS**

5.2.1 The department continues to be an integral and valuable part of the prison regime. It has had a mixed year in terms of performance. There was an Estyn inspection in October 2014 that came when the National Benchmarking programme was in the final six months of implementation. Unfortunately the department were very disappointed with overall performance being judged as adequate.

5.2.2 One of the recommendations made by Estyn was the need for a more in-depth analysis of learners` needs. A computer based software package: 'The Do It Profiler' is to be installed in August 2015. This will give staff a better indication of individual learning and disability needs.

5.2.3 The department received excellent feedback from members of The Welsh Affairs Select Committee following their visit to the prison earlier this year. They were very impressed with the innovative work being done on the I-Media course. The resources are excellent and prisoners have the use of i-mac computers which they use to produce 'industry standard' posters, signs and booklets. They are acquiring a range of skills which will be useful in the workplace. Prisoners have helped to translate and produce a number of key documents for Welsh speaking prisoners and staff.

5.2.4 Attendance at classes is very good. Around 65 prisoners attend learning sessions in the department on a daily basis. Two new courses which are proving very popular are Customer Services and Health and Behaviour. Demand for places on these courses is high.

5.2.5 Two new members of staff have been appointed to run the library and they have already made an impact. They have started a weekly book club, an outreach service for prisoners working full time and an increase in Welsh literature, cultural and heritage material. They have also been working jointly with PACT Cymru to provide support with children`s reading and literacy resources.

5.2.6 Careers Wales have extended their contract and an advice and guidance worker will be based in the prison now for two days each week.

5.2.7 The Shannon Trust Reading Plan is continuing to develop well and the new material "Turning Pages" is excellent for both mentors and mentees. An officer has been nominated to lead this forward.

5.2.8 Sadly the Virtual Campus which was installed in March 2014 has been upgraded but is still not fully operational. There does not seem to be an explanation for the lack of progress with this valuable resource.

5.2.9 Distance learning and Open University courses are very popular however due to the profile of the prison, opportunities for this type of learning are usually limited. Courses which are available are Counselling, Business Studies and Construction

Theory. Staff were delighted to learn that an ex prisoner has been given a place at university and will commence his studies in the autumn.

5.2.11 Unfortunately there have been staffing difficulties and this has impacted on the delivery of some courses. The department is currently under staffed as two teachers are on maternity leave. One teaching post is being covered through agency staffing.

5.2.12 There is now a full time NVQ [National Vocational Qualification] assessor based in the prison employed by the firm N-ergy. This has increased the number of qualifications offered in the workshops and across the establishment.

5.2.13 A new basic plumbing course is running in one of the workshops and is proving very popular.

5.2.14 The department continues to achieve the targets set down by the Welsh Government.

## **HEALTH CARE**

5.3.1 The Health Care Department aims to deliver health care to meet the continuing health and dental needs of the prison population under the auspices of clinical governance.

5.3.2 They run numerous clinics, nurse led and doctor led health care services, detoxification from alcohol and drugs, administration of medication and emergency medical response. They supervise those prisoners on ACCT's, look at the ACCT documents and play a vital role in safer custody.

5.3.3 Over the last year, there have been some significant changes in the way health care is delivered within the prison in that they have moved successfully and settled into a new area of the prison. Their old wing is currently being adapted as an accommodation block for more prisoners.

5.3.4 The Board receives a significant number of applications regarding access to health care and dental treatment. Access to dental treatment and health care is a problem.

5.3.5 Staffing levels in the Health Care Department is still an area for concern. They have recently advertised and successfully appointed two R.M.N.s (Registered Mental Health Nurses) however they will not be in post for several weeks due to prison vetting and recruitment processes. There are currently plans to advertise for another two staff members.

5.3.6 The department is about to "go live" with a new electronic prescribing and dispensing system. Staff will undergo training and expect initial "teething" issues.

5.3.7 Worthy of note in the Health Care Department is the pharmacist who previously won the Butler Trust Award for her work in developing P.G.D.s (Patient Group Directives). This involves allowing new arrivals medication for detoxification to prevent harm when entering the prison at times when access to a doctor would be

difficult. This allows the prisoners to get medication right away and does not delay them having treatment.

5.3.8 The Board would wish to record that the Head of Healthcare is always extremely helpful when trying to resolve issues related to applications. The Board is disappointed however to note that some senior staff members are discourteous and dismissive when approached.

5.3.9 Health care staff spend considerable time administering drugs. The vast majority of the population in the prison are on some sort of medication. This does, of course, cause issues which result in complaints and applications being made to the Board.

5.3.10 Although there have been issues regarding medication being “palmed” or “pouched” the prison staff through the health care and security meetings, have become more vigilant regarding this practice.

5.3.11 Having gone through some significant changes, more awaits health care this year. With an increased prisoner population the Board anticipates a further rise in the number of applications related to Healthcare.

### **PURPOSEFUL ACTIVITY**

5.4.1 To complement the learning and skills initiatives, offenders have the opportunity to carry out purposeful work in various areas.

22 offenders currently work in the Kitchen. After a two week basic hygiene course, they can not only work but can also gain a Level 1 and 2 NVQ.

HMP Swansea kitchen has a 5 star hygiene rating certificate of which the prison is very proud.

5.4.2 12 offenders are employed in the clothing exchange. In other areas there are currently:-

- Shop 1 Bicycles 15 to 18 offenders
- Shop 2 Stripping of wooden pallets 15
- Shop 3 Sewing 30 offenders
- Shop 4 Plumbing 12 offenders
- CES Laundry 15 offenders
- Recycling 15 offenders

5.4.3 Performance NVQ's are being delivered within Shops 1, 3, 4 and CES [Clothing Exchange Stores] with Hospitality NVQ's being delivered within CES and Recycling. July 2015 brings promises of more NVQ funding for other areas being considered.

5.4.4 Two activities have ceased operations, firstly the Mattress Recycling, due to Health and Safety reasons, and secondly Cassette Recycling due to the client ending the contract.

5.4.5 New potential opportunities:-

1. Shop 2 Sewing for Industrial Supplies, with performing NVQ's.
2. Computer recycling (space is currently a major problem to be overcome)

There was a missed opportunity to make Funeral Crosses and Benches for a local supplier. This was due to insufficient storage space in the prison.

5.4.6 Continuous efforts are being made by H.M.P. Swansea to ensure gainful and purposeful activity but the prison does operate with three major drawbacks:-

1. Gateway is restricted to 7.5 tonne lorries (impacts transport cost)
2. Extremely limited storage space for storage of bulk and/or large items.
3. It's distant location to the West of Cardiff and Bridgend.

5.4.7 As a Board we recognise the efforts made by the prison to ensure prisoners are gainfully and purposefully employed.

## **RESETTLEMENT**

5.5.1 The aim of the resettlement team is to ensure all prisoners are prepared appropriately for their release and in doing so reduce offending behaviour. They play a vital part in obtaining employment for prisoners on release as well as providing practical support for those who request it.

5.5.2 Current targets for employment on release are being met and the team engage with a number of groups providing social housing. Information on how to access a range of benefits is also available.

5.5.3 PACT Cymru has introduced several new courses including one aimed at helping prisoners whose offences are related to domestic violence. There is also a baby group course aimed at providing dads with practical parenting skills, and a course entitled Time for Families. A new initiative called "Every Visit Counts" has recently started and aims to ensure that visits are positive experiences for both prisoner and visitor. Officers will be trained to offer advice and support to those who wish to engage with them.

5.5.4 The CRC [Community Rehabilitation Company], Working Links began working in the prison early in May 2015 with St Giles Trust due to commence work in July 2015. At the time of reporting this initiative was very much in its infancy, the Board has not been made aware of any issues arising as a result of this new way of delivering resettlement services.

## **SAFER CUSTODY**

5.6.1 Safer Custody meetings are held on a bi monthly basis and are generally well attended. Various departments related with Safer Custody attend, as do representatives of the IMB, prison chaplain & Samaritans. The Samaritan representative is usually accompanied by two or more Listeners, the Listeners providing input; at present there are 10 listeners operating.

5.6.2 There were no Deaths in Custody recorded this year.

5.6.3 The number of ACCT documents processed was 299 an increase of 61 over last year's figure, of 238.

5.6.4 The processing of ACCT documents is still causing concern, more training is being put in place, to further refine the process and ensure prisoners at risk are being identified quickly and the necessary measures are implemented to ensure their safety.

5.6.5 Other incidents of note include:-

86 incidents of self-harm.

2 recorded incidents of bullying.

31 mental health referrals

5.6.6 Other issues include:-

Bereavement, first time in custody, drug/alcohol related problems, detox and domestic problems.

### **SEGREGATION, SEPARATION AND CARE**

5.7.1 The Care and Segregation unit is a part of the establishment that is most visited and monitored by the Board members. Each Board member will make a visit to this area of the Prison on each occasion that they attend HMP Swansea.

5.7.2 In contrast to last year, there was a feeling that the area was not staffed as well as one would expect. This observation has been reached from the Board's observations and also from talking to staff around the establishment. That said, there remained on the unit a small nucleus of regular staff and this in itself brought some form of stability and uniformity to the unit. The staff are highly experienced and ensure that Board members have access to segregated prisoners upon demand. The paperwork and prisoner records are readily available to Board members upon request.

5.7.3 One thing that we would wish to draw to the Minister's attention is to impress upon the Establishment, for the avoidance of all doubt, that as a Board, we have a right to unfettered access to all parts of the Prison. On several occasions throughout the year, some officers continually mention that we should be ringing their unit before visiting. We feel that by mentioning this in our annual report, the prison can finally put this issue to bed once and for all.

5.7.4 Last year the Board reported that whilst we were occasionally informed about reviews, this was not always the case. We feel that this is an area that still needs much improvement. Members are informed without exception when prisoners are relocated to this part of the prison however we are not informed about segregation reviews. Whilst we accept that there are very few segregation reviews held we feel that it is vital in our role as truly Independent Monitors of this establishment that we are informed and given the opportunity to attend.

5.7.5 Adjudications are also heard in this area of the establishment and it is noted that there has sadly been another increase in the number of adjudications, use of force and use of the segregation cells. In part, this could be down to better intelligence being utilised within the establishment which is leading to more offences being detected.

## ADJUDICATIONS

5.8.1 All Board Members take the opportunity to sit in and observe Governors' Adjudications during their rota visits whenever possible. The Board monitors and verifies that the hearings are carried out in a fair and concise manner with the offender understanding all aspects of the proceedings. The Board also ensures that hearings are conducted by all Governor grades, this is reflected in the aspect that 10 different governors presided over adjudications during the reporting period.

5.8.2 In total 936 charges were brought against prisoners during the year. In 239 (25%) of all cases the charges were considered not to be established on further review and subsequently dismissed. In 87 (9%) cases the prisoner had been released, did not return from court, or was transferred to another prison. In 251 (27%) of the more serious cases the adjudication was referred to an Outside Independent Adjudicator/District Judge, and 13 (1%) offences were considered serious enough to be referred outside to the Police.

5.8.3 In total around 75% of heard adjudications were dealt with by the Prisons Governors and 25% by an external judge with the awards involving a range of punishments from the loss of prison privileges and earnings for lesser misdemeanours, to the loss of association and additional days being added to the sentence for more serious misdemeanours.

5.8.4 A detailed examination of adjudication records reveals the following apportionment of offences.

• Assault	15%
• Refusal to Comply	16%
• Drugs Related	23%
• Property Damage	6%
• Breach PSO 4400/Harassment	20%
• Unauthorised Possession	4%
• Mobile / Pin Phone Related	3%
• Alcohol Related	1%
• In Unauthorised Place	1%
• Miscellaneous	11%

A breakdown of the offences by ethnicity shows that it is generally proportionate to the ethnic distribution of the prison population.

## **RESIDENTIAL SERVICES**

5.9.1 Swansea is still one of the most overcrowded prisons in the country. The Board has for many years expressed disappointment at this situation, and it is a source of regret that we have to report that this remains the case. The prison was designed to hold 219 prisoners and it currently holds up to 455.

5.9.2 The majority of cells are double occupied and the lack of privacy curtains screening the toilets has been raised many times. Basic privacy and dignity need to be maintained at all times.

5.9.3 Plans to upgrade shower facilities have been deferred yet again. With so many prisoners attending work access to showers is very limited.

5.9.4 The Kitchen team has produced and introduced Kitchen workers` compacts, which give the prisoners a journey through their employment with regard to training and personnel development. All prisoners receive relevant training in relation to manual handling, food safety, and health and safety.

5.9.5 A member of the kitchen team regularly attends the Prisoner Forum meetings and the department demonstrates a willingness to take on and develop ideas that are put forward, even when in the arena of limited and reducing budgets. This has resulted in special menus for prisoners on celebratory occasions such as St David`s Day. As a part of the prison`s Cultural Awareness Policy, the team has also arranged Indian, Italian and Chinese themed menus throughout the year and of course Halal options are always available. Ramadan is also observed with specific arrangements for the feast of Eid and Black History Month is also celebrated.

5.9.6 As a result of their efforts, complaints are extremely low. Costs appear to be well managed and controlled, despite budget reductions. It should also be noted that whilst under the current management the prison has been awarded the highest food hygiene rating (5) by the Food Standards Agency and the Local Environmental Health Department for a record three years.

5.9.7 The management and hygiene controls of the kitchen are highlighted and reported in the regular catering audits carried out by the Area Catering Team. The team carry out food surveys four times a year and this information along with feed back from prisoner consultation has informed the development of the new menu to be introduced in July 2015.

5.9.8 The kitchen team`s efforts were rewarded when in December 2014, the kitchen staff were awarded HMP Swansea Team of the Year by the Governor.

5.9.9 There has been a period of uncertainty for the Works Department this year with private companies tendering for the contract. The contract was secured by Amey who will commence on June 1<sup>st</sup> 2015.

5.9.10 The relaying of the floor in the kitchen has still not been started. The refurbishment and upgrading of the showers has still not been started. Upgrading of the CCTV [Closed Circuit Television] system in the Visitor Centre is underway.

5.9.11 During the reporting period there have been staff changes in Health and Safety and a new Fire Officer is in post. 86.52% of staff at H.M.P. Swansea have received Fire Awareness training. 76% of staff have received training in the use of fire hoods. All fire alarms are tested weekly by the Fire Officer. From June 1<sup>st</sup> 2015 alarm testing will be carried out Amey. 5.9.15 Office Clear signs have been issued as appropriate throughout the prison after it was noted that fire doors were being wedged open.

5.9.12 Nineteen staff members and forty four prisoners have reported accidents during the reporting period making a total of sixty three. There were forty alarm calls made during the reporting period.

5.9.13 Although there are obvious steps being taken to ensure that Health and Safety is a paramount concern, and the necessary training is being provided, the Board is disappointed that the monthly Health and Safety meetings are cancelled frequently at very short notice. There has only been one Health and Safety meeting held this year.

## **SECTION 6 OTHER AREAS OF THE PRISON**

### **RECEPTION AND INDUCTION**

6.1.1 Prisoners on arrival are seen by a member of the Healthcare Team prior to leaving the Reception Area. This ensures prisoners with medical and/ or drug issues are identified and appropriate assistance facilitated. Shower facilities are available.

6.1.2 The Reception Area has a wide range of posters available, in a variety of languages to help prisoners understand the system. Telephone translation facilities are also available. In addition, Listeners are available in the Reception Area from 1630 and during the evenings who informally “mingle” with new arrivals to address any concerns. Prisoners who arrive before this time have to request the services of a Listener and this would be accommodated as far as practicable.

6.1.3 It is pleasing that concerns expressed in last year’s annual report regarding staff allocations have been resolved.

6.1.4 In previous years the Board has raised concerns in relation to the late arrival of prisoners from distant Courts, due to the inability of closer establishments to take them. The Board is pleased to note that this situation has improved.

6.1.5 After leaving Reception, prisoners are initially located on the First Night Unit, which this year has been relocated to B Wing. Although facilities on the Unit are much improved, unfortunately, the lack of dedicated Interview Rooms remains an issue. Consequently there is still little privacy for staff and prisoner interface. The staff appear to have an excellent working relationship with prisoners and spend time with new arrivals until they are settled into prison life.

6.1.6 Prisoners receive an information package – “Reception and First Night Unit” which explains to prisoners a number of policies and compacts which they must observe during their stay. This year has seen the introduction of “Easy Read” Booklets for prisoners with learning difficulties

6.1.7 The Drug Reduction Wing has a well-deserved reputation for the work it does and is considered an exemplar for other prisons. The prison is in the process of opening G Wing which will serve as an ‘Enabling’ Unit and will enhance the service and facilities available.

6.1.8 Concerns have been expressed in relation to the condition of the access route for prisoners from Reception to the wings and it is pleasing that a scheme is being considered to improve this.

## **CHAPLAINCY**

6.2.1 The Chaplain leads an enthusiastic committed team and every effort is made to ensure all faiths are catered for. A Muslim chaplain shared with HMP Cardiff visits one day each week and a community based Imam attends the prison regularly for Friday prayers. Religious festivals are celebrated and members of the community are invited to attend.

6.2.3 Organisations such as Prison Fellowship, Hope Farm and Zac`s Place regularly play an active part in Sunday worship. These visits highlight a range of schemes offering specific support for offenders who wish to engage with them post release.

6.2.4 The Chaplaincy Team continue to facilitate the victim awareness course, “Sycamore Tree” along with “Christianity Explored” and these continue to be very well attended.

## **SECTION 7 WORK OF THE IMB**

Applications have been analysed by category

Category	08/09	09/10	10/11	11/12	12/13	13/14	14/15
Accommodation	1	0	1	2	2	1	3
Adjudications	0	1	0	0	0	4	6
Canteen facilities/Catalogue shopping/Argos	Not recorded	0					
Education/ Employment/Training	Not recorded	7					
Equality/ Diversity	0	0	0	1	0	0	2
Finance/Pay	Not recorded	2					
Food	0	1	1	0	3	6	4
Mail	1	1	1	0	1	0	6
Medical	6	13	4	8	8	11	43
Property/transfer	0	4	0	4	0	4	17
Property/current establishment	0	0	0	0	1	3	10
Sentence related inc HDC, parole, ROTL, recat, release date *	5	4	0	1	0	3	19
Bullying, Staff/prisoner concerns	3	2	0	4	1	3	5
Transfer	3	2	2	1	2	2	7
Visits	5	4	4	6	3	1	9
Miscellaneous	17	11	9	6	10	14	29
TOTAL	41	43	22	33	31	52	169

- HDC –Home Detention Curfew
- ROTL – Release on Temporary Licence
- Recat - Recategorisation

During the period of reporting there were 19 Confidential Access Complaints made to the Board and there was one request to meet with the full board.

<b>BOARD STATISTICS</b>	
Recommended Complement of Board Members	12
Number of Board members at the start of the reporting period	12
Number of Board members at the end of the reporting period	11
Number of new members joining within the reporting period	0
Number of members leaving with the reporting period	1
Total number of Board meetings during the reporting period	12
Total number of visits to the establishment	267
Total number of applications received [inc Confidential Access Complaints]	188