



HMP/YOI ASKHAM GRANGE

ANNUAL REPORT

1 JULY 2014 – 30 JUNE 2015

**The Right Honourable the Secretary of State
For the Ministry of Justice**

Sir

I have the honour to submit the:

**ANNUAL REPORT FOR THE INDEPENDENT MONITORING BOARD
HMP/YOI ASKHAM GRANGE
FOR THE PERIOD 1st July 2014 to 30th June 2015**

Members of the Board

Mr S Beyer Chair

Mr C Golightly

Ms J Guilfoyle

Mr J Woolhouse

Ms E Watson

STATUTORY ROLE OF THE IMB

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

The Board is specifically charged to:

1. Satisfy itself as to the humane and just treatment of those held in custody within its prison and the range and adequacy of the programmes preparing them for release.
2. Inform promptly the Secretary of State, or any other official to whom he has delegated authority as it judges appropriate, any concerns 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 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 the prison records.

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Brief description of the Prison and its Functions

- 1.1.** HMP/YOI Askham Grange is one of two women's open prisons in England and Wales, situated in the rural village of Askham Richard just South of York. It provides resettlement and through the gate support to women coming towards the end of longer sentences
- 1.2.** The baseline CNA of 150, an in-use CNA of 126 and an operational capacity of 128
- 1.3.** The population, all convicted, ranges in age from Young Offenders to residents of mature years. They predominantly live in dormitory accommodation but those on Stage Two resettlement and lifer prisoners have priority for single rooms and are placed on a waiting list as appropriate to ensure fairness of allocation.
- 1.4.** Askham Grange is an open prison in which the overriding ethos is for resettlement and preparation of the residents for their return to the community via its Interventions and Pathways regime which encompasses all aspects of the needs of the residents. It has provision for up to ten mothers with their babies, enabling them to maintain full time care of their child up to two years, whilst in prison, and it is complemented by a nursery. A family team works with them and all other mothers in Askham to prepare for life on release.

The regime is focussed on reducing the re-offending rate by developing a wide range of skills to enhance their opportunities on release. All departments contribute to this in their separate ways.

2. Executive Summary

The uncertainty about the future of HMP Askham Grange continues and despite this the prison functions well with exceptionally high scores for the last HMIP and Ofsted visits. It has yet again retained its High Performance Status with a re-offending rate below 6%, it meets or exceeds all criteria set for prisons, PRS Level 4, good MQPL/SQL, low ROTL failures/abscond rates.

The uncertainty caused by the threat of closure ought to have impacted on staff and residents but this has not been the case and the management and staff have continued to provide the best possible support to the women in the prison which is reflected in inspection reports. The prison meets the Ministers aspirations to improve education, training and resettlement but instead of being a golden example for the service to follow still faces the threat of closure. The Board has yet to be convinced that the "Pod" strategy will provide effective resettlement regimes that have to same low reoffending rates as achieved at Askham.

2.1 Key issues

- 2.1.1** Short term prisoners being sent to Askham continues to be a problem, with, in some cases, only days or weeks to serve make the resettlement work of the prison more difficult without a real benefit to the prisoner. There also appears to be an increase in women being sent to Askham at very short notice and this does not help the resettlement regime.

This short termism on the part of NOMS impacts disproportionately on the outcomes the prison provides with an increase in internal crime and a greater danger of absconds from the gaol.

- 2.1.2** The prison's conferencing, Café Fairburn, garden centre and the secretarial and fulfilment service all provide real training, work experience and future job opportunities for the residents whilst making a modest profit.
The Board fears that all this progress and the wealth of experience will be lost with the closure of the prison
- 2.1.3** The Chaplaincy Team provides excellent pastoral care for all residents and affords easily accessible service to residents of all faiths.
- 2.1.4** The Board continues to visit the prison twice a week for monitoring, often more frequently and matters of housekeeping have generally been rapidly resolved by staff at the appropriate level.
- 2.1.5** Despite two years turmoil about its future, Askham Grange is still an establishment in which residents generally feel safe and think that their wellbeing is looked after. It provides an excellent opportunity to reduce re-offending and to prepare residents for successful and rewarding life after release, a remarkable achievement against the background of uncertainty and closure. This is due to the good work of the staff and we list the various departments who have contributed in the relevant part of the report.

3 The Care and Treatment of Offenders

3.1 Healthcare

- 3.1.2** The Healthcare Department provides a level of service similar to that in the community. Healthcare has been satisfactorily delivered by Spectrum since they took over provision in April 2014. The Healthcare Department is currently awaiting the outcome of the recent tendering process to find out which organisation will be responsible for the provision of healthcare in the prison in the future.

3.1.3 Medical records

It is a matter of concern that the Healthcare Department continues to experience difficulty in obtaining information on the medication residents have been prescribed and access to their medical records when they are transferred to Askham Grange.

3.1.3 Staffing

Recruiting staff has remained a problem since the decision to close the prison was announced in October 2013. Agency staff and nursing staff from New Hall provide cover intermittently and attend at weekends and Bank Holidays to administer medication. Despite the changes and uncertainties, the level of service is undiminished as evidenced by the feedback given by the service users.

3.1.4 Residents' feedback on healthcare services (doctors, nurses, dentists and opticians)

Exit questionnaires are given to all residents on release and these are collated every quarter. Compliments are noted on the exit questionnaire collation.

Below is a table providing a summary of the feedback received during the year July 2104 to June 2015. A total of 135 questionnaires were completed in the period.

Level of Access	Excellent	Good	Average	Below Average	Not used or no comment
Drs & Nurses	102	32	1	0	0
Dentist	35	30	10	1	59
Optician	14	22	13	4	82

Level of care received	Excellent	Good	Average	Below Average	Not used or no comment
Drs & Nurses	110	24	1	0	0
Dentist	37	29	3	3	63
Optician	12	14	13	6	90

Attitude/ professionalism	Excellent	Good	Average	Below Average	Not used or no comment
Drs & Nurses	110	23	2	0	0
Dentist	39	28	3	3	62
Optician	11	12	10	7	95

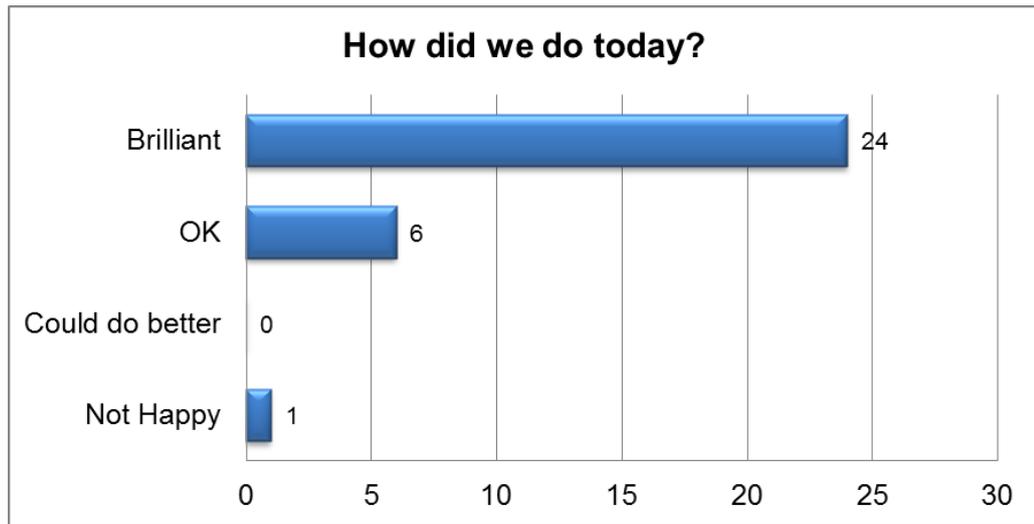
Most of the comments concerning the care provided by the Doctors and Nurses were very positive as demonstrated by the high number of women who rated their services excellent or very good. The comments included ones commenting on the patience and professionalism of the staff and the high level of care that is provided. One comment even said that the service was better than they would receive on the outside.

The service provided by the Dentist received a number of positive comments indicating that their work was excellent and the staff were kind and patient. Not all the comments regarding the service provided by the Dentist were as positive. Some caution should be exercised in considering the negative remarks as a large number of the participants either did not access the service or did not leave any assessment. One woman felt the staff were unkind and another was unhappy because the Dentist refused to remove a wisdom tooth which subsequently became infected.

The service provided by the Optician attracted more negative comments than positive ones. Again caution should be exercised when considering the comments as a large number of the women surveyed either did not access the service or did not leave any assessment. Several women found the Optician's manner abrupt and unfriendly and a couple of women felt the spectacles prescribed did not suit their needs.

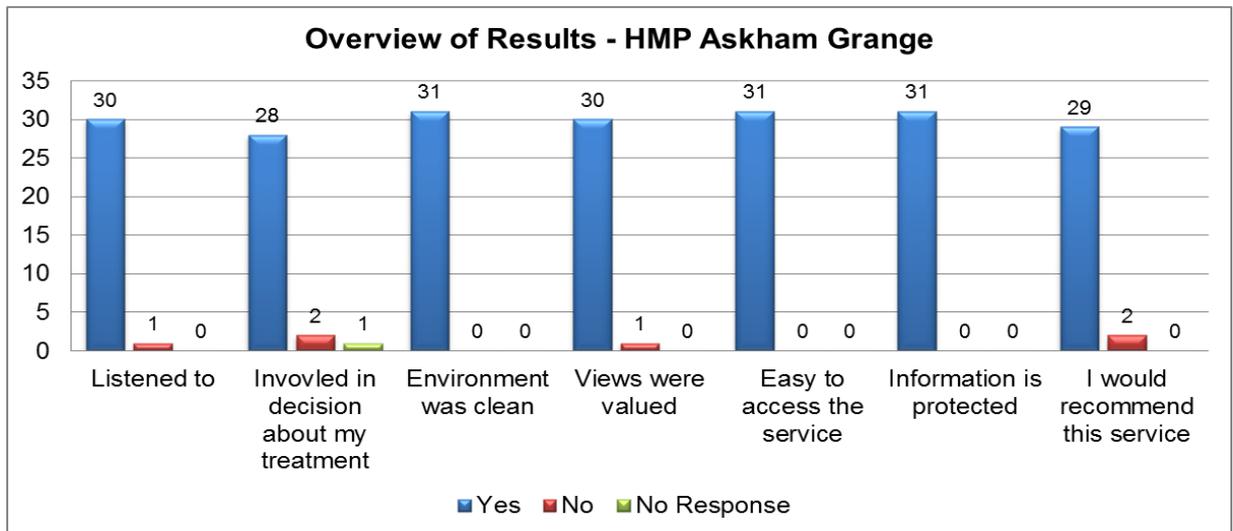
3.1.5 Patient Experience Survey

The Healthcare Department also conducted a Patient Experience Survey at the end of March 2015. A total of 31 questionnaires were returned by the residents who accessed the services during the survey period. 16 of the respondents indicated they were giving feedback following an appointment with the nurse, 13 following an appointment with a doctor and 2 following appointments with both the nurse and the doctor. 24 of the 31 surveyed were happy with the care they received, which they rated as '*brilliant*'. 6 indicated that the care was '*OK*'. The remaining respondent was not happy with the care provided. From the comment she left, it was concluded that she was not happy because she had been prescribed a different medication to the one she had been prescribed in the community.



The results from the remaining questions indicated that the service users enjoyed an excellent level of satisfaction overall with the care received. The vast majority felt they were listened to and that the doctor explained everything to them. As everything was discussed with them, they felt involved in the decisions that were made about their treatment and they felt their views were respected. They also found the service easy to access.

3.1.6



Other comments included – the services from health care are very good; the staff are very friendly; the doctor was very informative and very helpful; the staff were polite and made them feel comfortable; they were dealt with efficiently and appropriately; they were happy with the service they received; the service was better than on the outside; this had been the first time one of the residents had met the doctor and it had been a very positive experience; another commented that it was the best care she had received in prison; another had felt supported when she had been given access to breast screening; and they were always greeted with a smile. There was one negative comment. One person, as indicated above, was not happy because she had been prescribed a different medication to the ‘*proper medication*’ she received outside of prison.

3.1.7 Missed Appointments

Until recently the Healthcare Department has kept a record of the number of missed appointments. The Department reports that the sanctions imposed for non-attendance are ineffective. Therefore the Department has stopped recording the numbers that fail to attend. The table below, which shows the number of missed appointments compared to the number of appointments made in the period, was drawn up by the Department for the purposes of the report.

Period	Number/total appointments	Percentage %	Period	Number/total appointments	Percentage %
July '14	13/506	2.56%	January '15	7/513	1.36%
August '14	12/487	2.46%	February '15	11/638	1.72%
September '14	13/428	3.03%	March '15	16/486	3.29%
October '14	27/509	5.30%	April '15	8/437	1.83%
November '14	15/400	3.75%	May '15	14/479	2.92%
December '14	16/326	4.90%	June '15	12/482	2.48%

3.1.8 Palliative Care

Spectrum has issued a document on Palliative Care setting out the procedures to be followed when a resident is diagnosed with a terminal illness. The procedures follow the National End of Life Guidance *'One Chance to get it Right'* issued in June 2014.

In line with the policy a resident was released on compassionate grounds in December 2014. The resident had been referred to the Healthcare Department with suspected carcinoma. The woman was operated on but she decided jointly with the consultant not to have any further treatment. The resident returned to the prison and after a short period of time was diagnosed with secondary tumours which were not appropriate for treatment. The process was started to release the resident on compassionate grounds. At the same time referrals were made to the local hospice. Eventually early release was granted. The resident was taken home on 3 December and died on 24 December. Throughout the period of time there were regular multi-disciplinary team meetings with Healthcare, hospital staff, MacMillan nurses and the Prison. Contact was made prior to release with the receiving GP, the local palliative care team and the district nursing team to ensure a care package would be in place when the woman was released.

The family sent a letter to the Prison thanking the staff for the compassionate way in which the Department had handled their relative's care needs during the final stages of her life. It is interesting to note that the woman's daughter telephoned the Healthcare Department to speak to the Matron about her loss when her grandmother died several months later. That the woman's daughter apparently felt a connection with the Department several months later, demonstrates that the family had also been dealt with in a compassionate way by the Department during that difficult time.

3.1.9 The Care Act 2014

Consideration has been given to the provisions of the Care Act 2014 which came into force in April 2015. The Act defines where responsibility lies between the prison and the local authority for the personal care of residents. It is felt that the 2014 Act is unlikely to impact on the work of the Department as it is highly unlikely that anyone who matches the criteria requiring the involvement of Social Services would be transferred to Askham Grange. Should the situation arise, the matter would be considered on an individual basis at that time, when the Department would consider whether Askham Grange was a suitable place for the woman and who should provide her care.

3.1.10 Transfer of residents with medication

There has been some improvement in the transfer of residents from other establishments with the correct medication. However; there continues to be the occasional lapse, and a lack of consistency in communication about new arrivals and access to their medical records.

3.2 Security and Safer Custody

3.2.1 Security

The Intelligence system at Askham Grange comprises Operational Intelligence and Strategic Intelligence and both form a vital part of the overall process.

Much of this work concentrates on drug misuse, bullying and alcohol abuse. Security meetings are held regularly to review the overall picture as well as individual concerns.

To an extent the women are self-policing providing information to officers when they think a resident's activity will impact on the prison population. This is also demonstrated by the lack of vandalism to buildings and facilities in the prison.

Although Security maintains a low profile it nevertheless keeps well on top of the situation whilst allowing a relaxed overall atmosphere to be maintained.

3.2.2 Safer Custody

Residents in general feel very safe within the prison and this has been confirmed in the recent HMIP survey of the residents. A robust anti-bullying policy is in place and investigations are thorough and outcomes followed through. This allows any problems to be diagnosed early and action is taken if needed.

3.2.3 ACCTS

The prison continues to actively support and monitor women on ACCTS rather than return them to closed conditions.

3.3 Diversity – Equal Opportunities, Disability and Foreign Nationals.

3.3.1 The Board continue to have a high regard for the implementation of the Equalities and Disabilities agenda at the prison. Staff continue to be approachable and responsive to queries about the fulfilment of their duties with regard to these aspects. The Board member with particular responsibility in this area has continued to have good liaison with the Officer responsible and is able to attend requisite meetings and receive minutes. The board receives all updated PEEP information. The Board continues to have a high regard for the implementation of the Equalities and Disabilities agenda at the prison. Staff continue to be approachable and responsive to queries about the fulfilment of their duties with regard to

these aspects. The Board member with particular responsibility in this area has continued to have good liaison with the Officer responsible and is able to attend requisite meetings and receive minutes. The board receives all updated PEEP information.

3.3.2 The HMIP inspection (28/7/14 – 7/8/14) confirmed the Board’s view of the prison’s effectiveness in these areas.

In general, the report noted:

- The prison demonstrates a clear and co-ordinated approach eliminating discrimination, promoting equitable outcomes and fostering good relations and ensures that no prisoner is unfairly disadvantaged.
- This is underpinned by effective processes to identify and resolve inequality. The distinct needs of each protected characteristic are recognised and addressed; these include race equality, nationality, religion, disability (including mental, physical and learning disabilities and difficulties), gender and transgender issues, sexual orientation, age, being pregnant and giving birth.
- The report noted that the prison had a ‘responsive and professional staffwho ensured that the equalities outcomes were good. ‘Early intervention was praised, ‘where most problems were identified and addressed promptlywithout recourse to formal equalities procedures.’ DIRF investigations were said to be thorough and fair. Those residents in protected groups did not feel they suffered discrimination and most felt well supported.
- The Equalities officer’s effective role was noted. She was well known to residents. The establishment is pleased that there is a continuing willingness of resident ‘reps’ to perform their role.

3.3.3 Two board members have recently reviewed disability provision and their positive findings were discussed by the board at the August 2015 meeting. The report noted that disabilities were effectively identified, although formal evacuation and care plans could have been better tailored to the women’s specific needs. Although is noted that the particular supportive atmosphere of the prison would ensure that the support was there.

3.4 Learning and Skills

The Learning and Skills Department has had another very successful year during which they were classed as Outstanding in all areas (Outcomes for Learners, Teaching, Learning and Assessment and Leadership and Management) following an inspection by Ofsted in August 2014. They are the first prison to ever receive two Ofsted Grade Ones. The success of the Department owes much to the dedication and commitment of the OLASS Manager and her team of staff.

3.4.1 To date delivery at Askham Grange has been 162% efficient against planned delivery, with more results to come in. All staff have achieved a grade of good or above in their Observations of Teaching and Learning, with most gaining outstanding.

The forecasted success rates for the department are:

	Employability & Vocational Training	Literacy, Language and Numeracy	Personal & Social Development
Forecast Success rates	94.86%	90.21%	99.12%

The success rates have been consistently extremely high over the last 5 years.

3.4.2 Initial Assessment and Training

Following admission to Askham Grange, from other prisons across the country, residents attend the prison Induction and as part of this they do their Learning & Skills Induction, the introduction to the Training and Employment Service (iTES). Each resident's competence is assessed in English, maths and IT. They carry out a Soft & Transferable Skills Audit to identify how staff can support them with their personal development. Account is taken of their qualifications, previous experience and transferable skills. Consideration is given to their career aspirations and how realistic it is for them to secure employment in their preferred line of work. They assess each resident's preferred learning style to see if it is predominantly auditory, visual or kinaesthetic. They are introduced to learning in the style they prefer and then the other styles are introduced gradually so they have a balanced approach to learning.

3.4.3 Following the initial assessment an iTES Action Plan is drawn up, with the resident, to ensure that they attend all the courses necessary to help them secure employment on release. The OLASS Manager writes up a pen portrait of them on the prison Offender Management Plan which is shared with all staff across the prison on Quantum and then the resident is allocated courses in Learning & Skills.

3.4.4 Residents are also interviewed by a member of the National Careers Service who draws up a Client Action Plan and both Departments liaise closely to ensure the resident has a robust plan to support them gaining employment on release. There are around 20 women out at Community work and 20 in paid work at any one time. This year over 70% of residents have gone into either training or employment on release from Askham Grange and the re-offending rate is just over 6%. This is testament to how effective the provision at Askham Grange is. Women who have difficulties such as a hearing impairment, Dyslexia, Asperger's, Autism, personality disorders, mental health or physical disabilities or difficulties are assessed on induction to see if they need additional help so the Department can provide the individual support they need. These referrals are then forwarded to each tutor who identifies support measures for each different learning aim. Staff ensure that all learners feel adequately supported with their learning. Bespoke procedures are put in place to ensure that the support is tailored specifically to each individual's needs. At present 28% of the population are over fifty, 38% have some type of physical disability and about 8 % have extra support in classes due to a learning or behavioural difficulty.

Each resident follows an individually designed programme of educational courses and all work is focused on achieving their own specific career aspiration. They have an Individual Learning Plan (ILP) which is reviewed regularly to monitor their progress and keep them working at a pace that both challenges and stretches them.

Residents attend the Customer Service Course before they can apply for Stage 1 and can go out to take part in Community Work for a minimum of 10 days over 10 weeks. On this course, residents gain experience in teamwork, dealing with customers face to face, how to manage complaints and how to be assertive and not confrontational, in the workplace.

3.4.5 Before residents can gain Stage 2 they have to attend an Employability Skills course. On this course, residents gain experience in compiling a CV and completing job applications. They are assisted in writing a letter of disclosure to send out with their job applications. Outside professionals come in to the prison and conduct mock interviews to help the women develop their interviewing skills. Having gained Stage 2 they can take up paid employment outside the prison for a maximum of one year before they are released.

The OLASS Manager makes recommendations to the Activity Manager regarding the allocation of residents to roles within the prison such as cleaning, cooking and gardening. Because of her involvement in the allocation process, the OLASS Manager is able to ensure that residents are able to attend the classes and courses on their plan in a timely manner. The prison has reduced interruptions to classes to an absolute minimum. However; the high number going out to the dentist on Wednesday afternoons can still have a significant impact on classroom efficiency.

The Department also runs courses in English, maths, IT, Business Administration, Self-Employment, Professional Cookery, Hairdressing and Nail Technology. One resident is taking a course in the gym in the prison to gain a National Amateur Body-Builders Association (NABBA) qualification.

3.4.6 The Department is placing more emphasis on self-employment. Residents can take part in a Small Firms Enterprise Development Initiative (SFEDI) course which is delivered each Thursday for six weeks. The course consists of three units looking at the opportunities and risks of setting up a business, marketing and understanding the importance of business planning. A certificate is awarded by SFEDI on the successful completion of the course. SFEDI mentor people '*through the gate*' which means they continue to mentor residents after their release. This option provides a viable opportunity for residents who either require a complete change in career due to their offence, or who would otherwise struggle to gain employment.

3.4.7 The OLASS Manager is constantly reviewing the curriculum at Askham Grange with the Head of Learning, Skills and Employment (HoLSE) and The Manchester College (TMC) Cluster Manager at OLASS Partnership meetings to ensure that the provision meets both learners and employers changing requirements and demand. This is conducted through QDP learner surveys, needs analysis, course reviews, focus groups and end of course evaluation forms. It was following such a review that the Department increased the Nail Technology course and introduced SFEDI.

The Department also works in close collaboration with HMP YOI New Hall who has also recently achieved an Ofsted Grade 1. Staff from New Hall and Askham Grange meet to share good practice and resources. By working together they ensure that courses can be continued seamlessly when residents are transferred from New Hall to Askham Grange.

3.4.8 Courses run by outside providers

In addition to the courses run within the Prison, a number of residents have taken the opportunity to undertake courses either at outside colleges or by distance learning. In the past year, residents have attended local colleges to take courses on ESOL, cake decorating, garden design and flower arranging.

Distance learning courses are provided by a number of colleges: Bradford, Leicester, the National Extension College, Stonebridge, the British Horse Society (BHS) and the Open University.

A Distance Learning Tutor, funded jointly by The Manchester College and the Prison Service, has been recruited to provide support to prisons in the region. He attends Askham Grange on Wednesday or Thursday each week to provide support to all the women who are taking distance learning courses.

A wide range of courses are being pursued by the women at Askham Grange. These include: Mental Health Awareness, Equality and Diversity, Certificate in the Principles of Working with Individuals with Learning Disabilities, Nutrition, Anti-Aging, Creative Writing, Book-keeping, Estate Agency, and Level 3 in First Line Management, Counselling, Team Leadership, Indian Head Massage, House Plants and British Horse Knowledge.

Altogether 26 women are taking courses. Although most of the distance learning courses are available free to the women at Askham Grange, the course on British Horse Knowledge is not free. It is being paid for by the resident herself. A number of the other courses are funded by the charitable organisation '*Women in Prison*' which offers a wide range of support to women at Askham Grange.

Women on Open University courses are allocated one session during the week for study. It is an indication of the women's commitment to their own learning and their future prospects, that those studying on other distance learning courses do so in their own time.

The Department also has a partnership with York St John's University. Their tutors and students come in to deliver drama and singing workshops which have been extremely successful and have culminated in two very special concerts in the ballroom. Clean Break (a charitable organisation set up originally by two residents from Askham Grange 15 years ago) also come in and conduct one-off intensive drama workshops. The most recent one was very successful and involved a very impressive stage set in the ballroom and most of the prison attended the performance.

3.4.9 Informal input by residents and staff

The women have a wide range of skills that they have acquired prior to arriving at Askham Grange. Staff encourage learners to share their skills with their peers in their own time. Residents have run courses on beading, card-making and sign language. Recently a resident set up a residents' workshop to repair clothes. A member of staff commented '*women can demonstrate great initiative in adverse circumstances and it is great seeing them share their expertise*'.

One member of staff ran a course teaching women how to sew. The course included basic sewing skills such as threading a needle and mastering basic stitches. The success of this course is demonstrated by the women making a quilt and entering it into a national Koestler competition. The topic for the competition was '*Journey*'. Each resident made three embroidered and quilted squares telling the journey they had been on using the phrase '*the darkest hour is the hour before the dawn.*' The finished article was very impressive and it was a great learning curve for the women who worked really well as a team to complete the work.

3.4.10 The Hardman Trust

The Hardman Trust offers funding to residents who are serving a sentence of seven years or more and are within two years of release. This year one of the residents was given a Dick Hubbard award for £300 to study towards a Diploma in Reflexology with Stonebridge College. Dick Hubbard was a previous member of the IMB who died this year and the award was created in his memory. The OLASS Manager attended the presentation of the award with Dick Hubbard's widow at HMP Sudbury. The resident was able to start the course while she was at

Askham Grange. This is an opportunity she would not otherwise have had. She also did the SFEDI self-employment course and is now setting up her business to offer one to one massage, therapeutic treatments and remedial personal training sessions.

3.4.11 Case Studies

A resident who gained a Level 2 qualification in Business Administration and IT gained paid employment with a company in Leeds while she was at Askham Grange. Following her release, she was taken on by the company. She was subsequently promoted and is now their Conference Manager and is really enjoying her new role.

Another resident who took courses in Nail Technology and Business Administration at Askham Grange worked part-time at a prestigious salon in York. When she left the prison, she was given a full-time job with them. Subsequently, there was a problem at the salon which she took responsibility to resolve. As a result of this, she was promoted to Manager.

- 3.4.12** At Askham Grange all staff support the residents with initiatives to improve their self-esteem and self-worth and they frequently see a marked difference in how they have grown as individuals whilst they have been at the prison. Being more confident and assertive further enhances their chances of securing and sustaining employment on release.

3.5 Pathways and Resettlement

The Pathways Department works with residents to help them gain work experience to assist their resettlement into the community and help them obtain employment when they are released. Their success in this is demonstrated by the very low re-offending rate amongst residents after they have been released from Askham Grange. Although there has been uncertainty about the future of the prison, the staff in Pathways, assisted by the work done by the Offender Management Unit and Probation, have demonstrated their continued commitment to helping the residents prepare for their future after they are released from the prison.

- 3.5.1** It has been a difficult time for the Department in recent months as its one full-time member of staff has been on sick leave. The dedication of the staff who work part-time in the Department, has been impressive. Those members of staff have ensured that the administration is kept up to date by doing additional work for the Department when they are working elsewhere in the prison on other shifts. By doing so, they have ensured that the appropriate licences are in place each morning so that residents can go to work outside of the prison.

The staff members in the Pathways Department are very experienced and knowledgeable about the employment opportunities for residents in and around York. Residents also have access to staff from the National Careers Service who come to the prison on Mondays and Fridays and from Job Centre Plus on Thursdays.

- 3.5.2** A recent addition to the services available through the Pathways Department is the HUGO (Helping U Get Online) Internet Bus, provided by the Leeds Federated Housing Association, which has been visiting the prison on Friday afternoons since October 2014. With the help and support of Employment and Skills Advisors, residents nearing the end of their sentence, can search on the internet for housing, jobs and education courses in their local areas. Residents are also able to carry out research related to the education courses they are

following in prison and create and update CVs. Completed CVs are emailed by the Advisors to the Pathways Department who also follow up the other work done on the bus.

3.5.3 A number of residents are involved in Community Work. They are placed with a variety of charitable and voluntary organisations in York and the surrounding area. Opportunities for work placements are also available to residents. Not only does this offer them a chance to gain worthwhile work experience, it can often lead to the residents being taken on as paid members of staff whilst they are in prison. On release, women who have been in paid work frequently secure employment with the companies they have worked for when they were in prison. Women who work for national companies during the time they are in prison are often able to obtain employment with those companies in their local area based on the experience they gained while they were at Askham Grange.

3.5.4 After release, women gain employment in a wide variety of occupations including: data processing, data cleansing, book-keeping, call centre work, taxi escort, cleaning, nail-technician, working in the retail industry, in fast food restaurants and cooking in schools. Some women become self-employed setting up beauty therapy and nails businesses. Others set up cleaning and ironing businesses. The success of two of the residents who secured employment locally on release is referred to elsewhere in the report. One resident who worked with a company in Leeds during her time at Askham Grange was taken on by the company when she was released. Since then she has been promoted to Conference Manager. Another resident worked part-time at a prestigious hairdressing salon in York. Following her release, the company gave her a full-time job. She is now employed as the Manager of the salon. Others pursue education and training courses after they leave Askham Grange. Those include: barbering, counselling, hairdressing, beauty, nails, conservation management, team leading, numeracy, functional skills and distance learning courses. Some work as volunteers while others act as carers either to adults or to their own children.

3.5.5 Monthly Key Performance Targets (KPT) are set for discharged residents for those in full-time/part-time/self-employed. KPT = 33%
 Monthly KPTs are also set for discharged residents in full-time education/part-time education and voluntary work. KPT = 31%
 A 12 month report as follows:

	Discharges	Full/part time self employed	KPT	Achieved	Full part time Education/	KTP	Achieved
July 2014	10	4	33%	40%	3	31%	30%
August 2014	18	4	33%	22.22%	5	31%	27.78%
September 2014	16	12	33%	75%	2	31%	12.5%
October 2014	17	6	33%	37.5%	8	31%	50%
November 2014	14	3	33%	21.43%	6	31%	42.86%
December 2014	26	11	33%	42.31%	8	31%	30.77%

January 2015	12	5	33%	41.67%	3	31%	25%
February 2015	11	4	33%	36.36%	4	31%	36.36%
March 2015	9	4	33%	44.44%	4	31%	44.44%
April 2015	9	4	33%	44.44%	3	31%	33.33%
May 2015	16	6	33%	35.29%	7	31%	41.18%
June 2015	6	4	33%	66.66%	1	31%	16.66%

3.6 Enterprise

3.6.1 Café Fairburn

Café Fairburn provides an enhancement to the conference facilities and also training for the residents who can achieve barrister training up to NVQ level 2. Average takings for a day are between £80 - £100 pounds and up to £200 when conferences are held. Residents can purchase drinks and snacks from the café and their spends are deducted from their earnings. This along with other initiatives where residents can purchase items, clothing and toiletries within the IEP scheme help residents to take responsibility for their personal accounts and spending. Due to new government legislation the café has produced a file detailing all products sold that may contain food allergens. The café is awaiting the local council to carry out a food hygiene inspection and are confident they will pass the inspection. Café Fairburn has become a successful initiative offering training and responsibility for the residents.

3.6.2 Conference Academy

Askham Grange continues to provide conference facilities and during the past year conferences have taken place by various agencies e.g. prison service, NHS, Police and Manchester College along with other private agencies. The reception for the conferences is controlled by a resident who is responsible for the conference diary and welcomes conference delegates.

Approximately 94 external conferences have taken place at Askham Grange from July 2014 to June 2015. Connected with the conference initiative is the Food Preparation Course which takes up to 12 residents on a 1 year NVQ course up to level 2 and provides training in food preparation and hospitality. Café Fairburn and the conference academy offer residents a unique opportunity to interact with the public, take responsibility, learn new skills and gain a qualification. This is undoubtedly an asset to residents when seeking employment when discharged.

3.6.3 The Garden Centre

The garden centre now enlarged with the provision of a shop selling fruit, vegetables, all season bedding plants and Christmas trees to the public. The shop sells such items as, jam preserves, cards and jewellery made by the residents. The card payment system introduced last year has also proved to be a success. Two bee hive colonies have been obtained with the prospect of producing Askham Grange honey also to be sold in the shop. During April 2014 the garden centre achieved sales of £8,500. Residents employed in the Garden Centre can achieve NVQ standard to level 2.

Planning permission has been granted by the local planning office to provide a café in the garden centre which would provide extra facilities for members of the public, training for the residents and increase profits for the centre, however funds for the café have not yet been allocated.

This is another excellent example of the Management at Askham Grange continually striving to provide better and more opportunities for residents to learn new skills, achieve qualifications and take responsibility in order to prepare them for release into society.

3.64 Askham Resource Centre (ARC)

Askham Grange Resource Centre (ARC) is now managed by the Together Women Project (TWP) and is located in a self-contained unit away from the main building and renamed "Inside Out". Employment is provided for up to 16 Residents training and gaining experience in business related and commercial skills e.g. back office support for businesses, book-keeping, social media, C.V writing, mailshots and database cleansing. Help and support is also provided for residents considering starting their own business on release. The development of an Askham Grange newspaper and will be put together by the residents which will feature interesting articles, puzzles and local information. The newspaper is in design stage and hopes to be published later in the year.

3.7 The Family Team

The IMB were pleased to note in the recent HMIP Inspection report (28/7/14 – 7/8/14) (4.25) that the women received excellent support to maintain or re- establish contact with children and family members, both from personal officers and the family support team. 'Reasonable' help was available to those who had experienced domestic abuse or rape. However, where trafficking was concerned, as well as those involved in prostitution, identification and support were areas which could be developed.

Work to support women to obtain work or access training on release was very good, as was health and substance misuse support. Finance, benefit and debt advice was reasonable.

3.7.1 Mother and Baby Unit

The Mother and Baby unit provides excellent facilities for up to 10 mothers with their babies. The number of mothers located in the unit has gradually fallen throughout the year with highs of 7 mothers during December and January and gradually falling to nil occupancy by June, averaging around 3 mothers throughout the year. The senior management team have promoted the unit to other establishments throughout the prison estate to try and boost numbers however it appears other establishments are reluctant to transfer mothers to the unit maybe because they think the unit is closed or is about to close or to keep their numbers high.

A decision needs to be made on the future of the unit and the cost implications of keeping the unit as a mother and baby unit.

3.7.2 The Nursery

Recently the nursery received an outstanding Ofsted report. The inspector indicated that this was the only such grade they had awarded in the previous twelve months.

The Board has always had a high regard for the Barnardos family support team. The strategic management of work with children and families and children was good and a well-developed action plan and regular meetings were in place. A recent addition to duties has been 'Family Days,' where participation from a wide range of ages is encouraged.

3.7.3 The Family Worker & Acorn House

A family support worker provided 'excellent' support to an average of 35 women per month on an individual basis. Casework focused on areas such as family and relationship breakdown, bereavement and domestic violence and abuse, debt and benefits, lost contact, adoption procedures and contact with children. This work complemented the support available from personal officers and offender supervisors who liaised regularly with the family support team about women's relationships with their children and families

By way of comparison, 90% of the women said that the staff at the prison helped them maintain contact with family and friends against a comparator of 57% in the women's Estate. Acorn House provided an excellent opportunity, where residents spent a night with their children in a comfortable and positive setting. Organised by Barnardos, this facility offered residents to attend family contact meetings. This included extended family visits and final contact visits. Where ROTL was considered inappropriate, women could use facility to re-establish and maintain relationships with their children.

3.8 Catering and Kitchens

3.8.1 Catering continues to provide an excellent range of food for the residents, providing three meals a day including a cooked lunch. It serves good quality food for all ethnic backgrounds, dietary needs and food intolerances. This is reflected in the comments book in the dining hall.

3.8.2 The Askham Grange Catering unit continues to be one of the few prisons in England to score 13/13 in the independently audited Annual Hygiene Inspection.

3.8.3 All this is achieved whilst providing real training for the residents giving them life skills and as importantly real work experience which enhances their job prospects on release. This is considerable achievement when judged against the slender budget the kitchens work on.

3.9 Health & Safety

Health and Safety meetings are held by-monthly and are chaired by the Health and Safety SMT (Senior Management Team) sponsor, with representatives from relevant departments including union representatives. All Health and Safety issues are discussed to ensure the establishment meets its necessary legal requirements for the Health and Safety of residents, staff and visitors.

From the 1st June 2015 the format and responsibilities of the Health and Safety meetings have changed. The local Health and Safety co-ordinator has taken more regional responsibility for several regional establishments with more responsibility being delegated to the establishment's management team. To ensure compliance with Health and Safety regulations all weekly, monthly and six monthly services and maintenance are being undertaken by the new Facilities Management provider, (Amey Facilities Management). The establishments Fire Officer will need to work closely with the FM contractor to ensure all servicing and checks to Fire systems and associated equipment are completed and test certificates issued.

The board will be interested in monitoring closely this transition period of responsibility to the FM provider and future Health and Safety meetings.

Several fire evacuations drills have taken place:-

8/7/2014 - evacuation from the main house.

8/1/2015 – desktop exercise for fire evacuation to Acacia House.

10/3/2015 -Desktop exercise for night evacuation at Acorn House.

19/3/2015 - Fire evacuation from the M&B unit and Nursery.

Residents smoking in the main building is still a concern and during September 2014 two small fires were started and was presumed to be malicious. The feasibility and cost of fitting heat detective systems to the toilets and shower areas is presently ongoing. The residents are frequently reminded by regular Notice to Residents the dangers of smoking inside the buildings.

The board has concerns that the fire doors are in need of upgrading and money was made available for this work to commence however; the money was directed to another establishment. Due to the fabric of the building the board considers it necessary that funds be made available for this important upgrade.

Accidents at Askham Grange reported in the accident book from July 2014 to June 2015 are as follows: - Staff 3, Residents 30. None of which were serious.

The Health and Safety policy has been reviewed and updated a copy of which can be viewed in the establishments library.

Due to the recent changes regarding Health and Safety and responsibilities close monitoring of this area will continue and hopefully Askham Grange will continue to achieve the previous excellent standards.

4 Statistics

4.1 Board Statistics

Recommended Complement of Board Members	9
Number of Board Members at the start of the reporting period	5
Number of Board Members at the end of the reporting period	4
Number of new members joining within the reporting period	0
Number of members leaving within the reporting period	0
Total number of Board meetings during the reporting period	12
Average number of attendances at Board meetings during reporting period	42
Total number of attendances at meetings other than Board meetings	40
Total number of visits to the prison (including all meetings)	163
Date of Annual Team Performance Review	04.08.15

4.2 Applications, Receptions, Adjudications and ACCTs

	2011/12	2012/13	2013/14	2014/15
Total number of written applications received	30	14	7	14
Total number of verbal applications received	14	8	13	9
Total number of receptions	171	145	150	181
Total number of Adjudications	48	72	80	64
Total number of ACCT's opened	8	6	1	8
Total number of request complaints	88	74	62	62
Code	Subject			2014/15
A	Accommodation			1
B	Adjudications			0
C	Equality & Diversity (inc. religion)			0
D	Education/employment/training inc IEP			5
E 1	Family/visits inc mail & phone			1
E 2	Finance/pay			0
F	Food/kitchen related			0
G	Health related			0
H 1	Property (within current establishment)			3
H 2	Property (during transfer/in another establishment)			3
H 3	Canteen, facilities, Catalogue shopping, Argos			0
I	Sentence related (inc. HDC, ROTL, parole, release dates, re-cat etc)			3
J	Staff/prisoner/detainee concerns inc bullying			1
K	Transfers			1
L	Miscellaneous			5
	Total number of IMB applications			23
	Of total: number of IMB Confidential Access was:			0

With a working number generally of around 100 any small numerical variation can appear as a much larger percentage. As a board, we view numbers and compare month by month and year by year to see if there are any trends or variations that should give us cause for concern. They are reported at all our monthly meetings

4.3

5 Conclusion

Askham Grange is a small prison where everyone is treated as an individual. This allows each resident to develop and progress at the pace suitable to them whilst and gradually encouraging them to take back responsibility for themselves, something that has often disappeared while they were in other larger and more structured institutions. Residents generally feel safe and that they matter as individuals and this is reflected in the way they interact with staff and the IMB.

Askham achieves all this with a small but dedicated staff. Its success rate in all areas of training and rehabilitation are the envy of other establishments and to have maintained the high standards that have been developed over the years during a time of such uncertainty is a remarkable achievement and due in no small part to the dedication of the management and staff of Askham Grange.

Whilst applauding the "Pod" initiative the board thinks it must be remembered that the system is as yet largely unproven and sincerely urges the minister to ensure that Askham Grange will continue with its resettlement work with long term offenders.

