



# **The Independent Monitoring Board**

**at**

# **HM Prison Kirkham Annual Report**

**1<sup>st</sup> January 2015 – 31<sup>st</sup> December 2015**

## **Section 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 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 Certified and Operational Capacity 657

HMP Kirkham occupies the site of a former RAF technical training centre. The site was taken over by the Home Office in the early 1960s and has been in use as a prison since 1962, celebrating 50 years in August 2012. With few exceptions the infrastructure and services are World War II vintage, although prisoner accommodation is relatively new having been redeveloped over the period 1990-1999. An additional billet, refurbished in 2014, to provide adapted accommodation (suitable for but not exclusively the disabled and elderly) has increased capacity to 657.

It is a Category D Open Prison in the North West Area holding adult male convicted prisoners. The Deputy Director of Custody is Alan Scott and Governor Graham Beck. They are supported by 198 Prison Service staff, including OSG's and administrative staff as well as over 120 external staff including those providing education, employment, Substance Misuse Service (SMS) support and healthcare.

There are 26 billets, which provide in the main single occupancy basic living accommodation. Billet C2, brought into use in early 2015 does have some capacity for double occupancy although that is only used if there is a need for a prisoner to have support 24\*7. There is also an 80 bed Admissions Unit (double occupancy rooms), which has been adapted for all new arrivals.

Prison Facilities:

In addition to core residential accommodation the following facilities are available:

- Access to jobs (voluntary and paid).
- Barbers
- Bicycle repair shop
- Christian Chapel and a 'Multi Faith' Room.
- Community work bus
- External college opportunities
- External initiatives including the DHL canteen distribution for North West Prisons.
- External training opportunities through established partnerships with the Marriott and De Vere hotels
- Farms and gardens, including a small number of allotments.
- Fitness Instructor training leading to qualifications.
- Fork Lift truck training and qualifications to instructor level
- Gymnasium facilities for use by offenders, staff and invited members of public.
- Healthcare Centre – contracts with the North Lancs Primary Care Trust.
- IPAC – Information for Prisoners and Advice Centre –staffed by officers and inmates. Local volunteer and charity groups assist eg CAB.
- Industrial Cleaning
- Large Conservation area with a herd of rare breed cattle and other animals.
- Learning & Skills Department, with IT facilities. Novus is the Education provider.
- Library -provided by Lancashire County Council.

- NVQ courses in barbering, catering, building and painting and decorating.
- Prison employment opportunities with privately funded enterprises including Calpac, Bad Boy Barbers, Jobs, Friends & Houses and Recycling Lives
- Prison Shop – open to the Public
- Video Conferencing Suite.
- Visits Centre and facilities for family days.
- Waste Recycling Unit.
- Welcome Centre
- Workshops including Woodwork, bricklaying and painting & decorating

The following Agencies offer support at various levels in or to the prison:

- Achieve: volunteering and work placements
- Age Concern
- Arooj: A Social Enterprise, not for Profit Company
- Citizens Advice Bureau: deal with debt management & welfare issues
- Civil Service Local
- CXL: careers advice
- Disability North West
- Drug Intervention Programmes: provide support on release via Inspire
- Job Centre Plus: Benefits advice
- National Probation Service & Lancashire CRC Sudexo
- Langley House Trust
- NA and AA: Narcotics and Alcohol Anonymous
- National Association of Prison Visitors
- NAVAJO: Gay & Lesbian issues
- P.O.P.S.: Partners of Prisoners: family issues & visits and children's playgroups
- Royal British Legion: Resettlement issues
- Samaritans: prisoner counselling, support & training of Listeners
- Shelter
- SOVA: Supporting Others Through Volunteer Action
- Wigan Offender Accommodation Resettlement Service
- Working Links –education/training guidance

Often, following identification of prisoner concerns within internal committees/forums, officers seek advice and assistance from external agencies.

## Section 4

### EXECUTIVE SUMMARY

4.1 It has again been a challenging year for HMP Kirkham, especially with the introduction of benchmarking and the changes to day and overnight release. This led to an unsettled period within the establishment in the summer months when expectations of ROTL (Release on temporary licence) were not met and men initially felt they were being let down by the prison. Benchmarking has led to staff doing dual roles as Offender Supervisors (OS) and Regime Officer roles. This dual role has caused issues with continuity for prisoners [and staff] who feel they cannot see their OS for some time especially if the OS is also on night duty. There are still a small number who feel they are being treated unfairly with regard to their entitlement to any form of ROTL (a review was conducted by the Governor and some inconsistencies were apparent.) The IMB thank the Governor for this review as the Board had felt for some time that there was an inconsistent approach being taken within OMU. IMB will continue to monitor the changes in OMU implemented following this review and will report in subsequent documents.

The population rose during the middle of 2015 but has started to fall again. This is felt to reflect the changes in ROTL: expectations of immediate home leave on assignment to Cat D and geographical issues. Another issue is that there are still many OASyS reports not up to date, which is also impacting on completion of psychological assessments required before consideration for ROTL.

As a resettlement establishment, Kirkham continues to do well. Staff and prisoners from HMP Kirkham entered the prestigious Southport Flower show winning a Gold Medal and were runners up for Best Design and Display and for Best Public Sector Display.

4.2 The Board are still struggling with Board Compliment/membership/tenure but are keeping our heads above water, thanks to the outstanding effort from the 3 current members. However 2 of the experienced members are due to leave under tenure at the end of 2016. We have conducted one recruitment exercise since the last report resulting in 3 new recruits, their start date was delayed due to Purdah but are now in post and being trained. Once they have completed their training it is intended to run a further recruitment exercise, this cannot be done in parallel as we do not have enough experienced members to cover the roles needed.

The 'no smoking' policy for prisoners was introduced in 2015 and this went surprisingly well. Staff involved ensured that prisoners were informed of the alternatives that healthcare had a sufficient supply of patches available and that DHL had a range of electronic cigarettes in stock. [ref 5.8]

The IMB are pleased that there has continued to be stability in the senior management roles, the current Governor was appointed in early 2013 and has had a settling effect on the establishment. The publication of the ROTL PSI caused some instability with staff and prisoners but a lot of hard work from within OMU has helped to settle fears mentioned in this publication. A DVD for prisons who are sending men to Cat D has been produced by Kirkham staff to help manage expectations on arrival at Kirkham. [ref 5.5]

A recent initiative has been introduced where men will move through a 3 - stage process at Kirkham.

- On arrival they will be in the 'Connect' phase, these men will be issued with yellow lanyards so will be easily recognised as being new to the establishment.
- The next stage is 'Grow', men will have had to progress from 'Connect' before they can move to 'Grow', an orange lanyard will signify this stage.

- The final stage is 'Thrive', men who have progressed here will have completed education needs, been working in allocated jobs, and now ready to access RDR and ROR prior to release, this stage is a green lanyard.
- At the completion of each phase there will be a small 'graduation' ceremony to encourage men to own the next phase, demonstrating their progress since arrival at Kirkham.

The preferred bidder for Community Rehabilitation, Sodexo/NACRO, are now in post. Progress has appeared to be slow as the full complement of staff is not yet in place. IMB will monitor this over 2016.

The IMB feel that Inspire (North Lancashire Integrated Substance Misuse Service) have now settled well into their contract and have established a team of prisoners who are working well in recovery, promoting to their peers the benefits of getting help with their addiction. Initial concerns over appropriate staffing [i.e. female only staff supervising urine tests] and issues around the validity of testing have been resolved.

During 2015 there was a 24% reduction in drugs' finds over 2014 (there was also a decrease in mobile phone finds of 39%, which are usually associated with drug supply). The decrease in the finding of drugs is due mainly to reduction in use of NPS to any excesses within the establishment and to security staff who have worked hard to interrupt the flow of drugs. Although there appears to be a slow down in high use of NPS there is still use of these drugs along with cannabis and there has been an increase in finds of steroids.

Despite assurances to the contrary there is still a perception that if a prisoner complains they will be shipped back out to closed conditions. HMP Kirkham has established robust risk management meetings for those prisoners who appear to be having problems with a Cat D regime. Although a number are still found to be unsuitable for open conditions many who could have been shipped back to closed conditions remain at Kirkham with close supervision to ensure they can embrace the regime. The number of risk management meetings is being monitored along with the numbers of men transferred back to closed conditions, hopefully this will show the work being done to try and work with those who may have in previous years been transferred back to closed conditions.

Staff sickness is still a cause for concern as is the morale of some staff who feel they are not being used productively when doing dual roles. A recent staff survey shows that many staff feel that no effective actions are being taken at senior management level to address results and comments from the survey. On the positive side the areas of work achievements, team working and skills set scored really well. Staff do feel that Kirkham provides excellent care for prisoners, especially those at risk of suicide or self-harm but only 27% feel the new ways of working are in the best long term interests of the prisoners.

#### *4.3 Particular Issues requiring a response:*

What has happened to the electronic tagging pilot? Will the recent ministerial announcements regarding weekend custody hope to use the improved technology that was developed but not used?

There are still problems with prisoner's property on transfer, this has been raised many times by a number of establishments but it is still not improving.

The IMB feel that the pressure on the prisons to keep Category D prisons up to capacity is leading to questions on the calibre of some men being sent to open prisons. At Kirkham, additional ASP's are being raised by staff who feel a number of men need extra support while adjusting to life in an open prison.

Our bicycle repair shop continues to meet its commitment of sending bicycles to the Margaret Carey Foundation but surely there is a market to sell reconditioned bicycles at the prison shop. Any revenue brought in would help to finance the purchase of parts for further work.

#### *4.4 Previous year's concerns:*

HMP Kirkham still appear to be receiving men who are not suitable for Category D life and there is a feeling that men expect immediate ROTL on arrival. The recent changes to ROTL have now slowed down the number of men requesting Cat D as the message is getting through that ROTL is not a right but a privilege. However there are still men arriving who are totally unsuitable for life in an open prison and despite excellent mentoring work being done with these men, they still end up being sent back to closed conditions often meaning that the SAU is frequently used.

## **Section 5**

### **MANDATORY REPORTS**

#### *5.1 Equality & Inclusion*

At HMP Kirkham we operate under the Single Equality Act 2010. There is an excellent Diversity and Equality Relations Team under the direction of the Head of Residence and Safety. There are currently 7 Prisoner Representatives and all prisoners are treated fairly in the spirit of the Equality Act and any complaint is fully investigated. During 2015 17 DIRF's have been submitted.

The cohort of older prisoners is circa 79, which is 13% of the prison population. There are 7 men over 70.

There are currently 15 disability live care plans in place, which is an increase of almost 400% from last year, however the opening of the new C2 billet has meant an increase in the population of older men and men with disabilities. There are a number of prisoners who experience mobility difficulties and they are supported by other prisoners with any tasks which require assistance. Work is underway with SHELTER and mental health teams to ensure these older prisoners have support in place for their release.

Following an HMIP inspection in 2013 a programme of prisoner support forums has been introduced to scrutinise focused equalities action plans, these meetings are chaired by the Equalities Officer supported by decency and diversity prisoner representatives. This work has increased in 2015 to include work on older prisoners, care leavers and the Shannon Trust toe -by- toe project.

An inclusive committee, Kirkham Voice, meets every month with prisoner representatives covering all interests and concerns of the wider Kirkham community. At this meeting issues and concerns are aired and regular updates are given to the men.

There is also a Chaplaincy team in HMP Kirkham who have permanent staff on site covering most faiths and are able to call on representatives from other faiths if necessary. They are a busy team ensuring that all special religious days are marked. There is a Christian Chapel and a World Faith Room on the site.

## *5.2 Education, Learning and Skills*

HMP Kirkham has approximately 170 men per week taking part in internal training. The main concentration of Novus [part of Manchester College who specialise in Offender Learning] is on functional skills so men will be targeted to ensure they attain at least Level 1 in maths, English and IT.

On induction all prisoners spend a day in education where their previous education and release plans are looked at, along with attendance at the progression board. Targets are then set to address any educational needs whilst resident at Kirkham. As well as literacy and numeracy courses are offered in personal development aimed at helping with writing CV's, looking at employability skills, helping complete application forms and mock interviews. Novus work closely with OMU to supply different courses to look at offending behaviour.

The main issue found in education is that prisoners have not addressed educational targets at previous establishments and have a reluctance to engage once they get to an open prison. Additionally, prisoners do not realise that their sentence plan is a living document and that once one set of targets is attained then new ones are set.

A NVQ Catering course is now running, this course runs at level 2, most of practical learning takes place in the recently refurbished staff restaurant, RAFters. .

In December 2014 courses started in Barbering in conjunction with a private provider. This is a new venture designed to allow men to attain Level 2 NVQ, which will lead to employment on release. 2 men from one of the courses recently took part in a barbering competition at Warrington.

The library is always a hub of activity with events being organised throughout the year, - creative writing, monthly reading group, a Spanish class, chess clubs, monthly quizzes to name but a few. A monthly magazine – the Chronicle – was successfully introduced at the end of 2014, this includes contributions from both staff and prisoners, it is edited in the library. The Holocaust Memorial Day group commissioned HMP Kirkham as the North West representative to produce artwork for the National Holocaust Event in Guild Hall, London in January 2016.

## *5.3 Healthcare & Mental Health*

The health care team have during 2015 introduced 'Well Man' clinics where men are offered a health check in an effort to diagnose any potential health issues before they become a health issue. These clinics are being well attended.

Due to the increase in older prisoners at Kirkham there has been an increase in men attending or having stays in hospital. This can cause issues when ensuring the staff are available to escort men to their appointments.

There is a new psychological therapy practitioner in post one day a week offering intervention for a number of issues including sleep, anxiety and stress. Referrals are via the GP or the mental health nurse.

Since September 2014 a psychiatrist has started fortnightly clinics for men who are being referred by the mental health team.

The mental health team identifies a number of issues for concern. They who found that the changes to ROTL had had a destabilising effect on the men and that they could not handle the change in expectations. Also these changes initially led to some bullying resulting in further work for the healthcare team, this now appears to have improved but IMB will monitor for the future.

Patient experience continues to be recorded on discharge, with good feedback. On the whole men are positive about their healthcare whilst at HMP Kirkham.

HMP Kirkham is the national leader in the take up for Hepatitis B and C screening, along with HIV testing.

#### 5.4 Purposeful activity (includes work)

The local charities below offer work in the community for prisoners prior to release or paid employment:

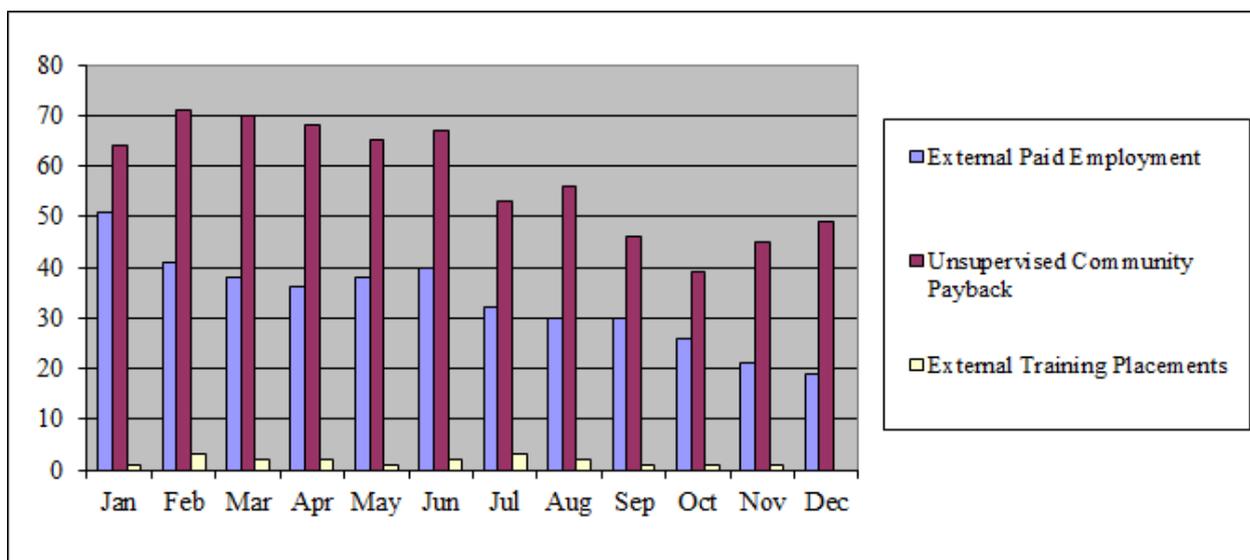
- |                                |                                      |
|--------------------------------|--------------------------------------|
| • Age Concern shops            | Lytham, St.Annes, Blackpool          |
| • Barnados shops and warehouse | Blackpool, St.Annes, Lytham, Preston |
| • Claremont First Steps centre | Blackpool                            |
| • Donna's Dream House          | Blackpool                            |
| • Fylde Borough Council        | St.Annes, Kirkham & Wesham           |
| • Homeless Action              | Blackpool                            |
| • International Aid Trust      | Preston                              |
| • Jobs, Friends & Houses       | Blackpool                            |
| • Princes Trust                | Kirkham, Preston, Blackpool          |
| • PDSA shop                    | Blackpool                            |
| • Preston Muslim Society       | Preston                              |
| • Recycling Lives              | Preston                              |
| • Salvation Army charity shop  | St.Annes                             |
| • Samaritans                   | Blackpool                            |
| • St Catherines Hospice        | Lostock Hall                         |
| • St Cuthbert's Church         | Lytham                               |
| • St John the Evangelist       | Preston                              |
| • St Josephs Church            | Wesham                               |
| • St Michael's Church          | Kirkham                              |
| • St Paul's Church & Shop      | Ansdell                              |
| • Streetlife                   | Blackpool                            |
| • Sue Ryder shop               | St.Annes, Preston                    |
| • Supporting Our Brave         | Blackpool                            |
| • Trinity Hospice shop         | Blackpool, Kirkham                   |
| • Turbary Owl Sanctuary        | Preston                              |
| • Warton Parish Church         | Warton                               |

- Willows Church Kirkham
- YMCA Gyms and Pools St.Annes, Lytham, Kirkham

There are a number of joint enterprises taking place with external companies. CALPAC, Recycling Lives and DHL currently operate from HMP Kirkham. A cycle repair shop, under the auspices of the Margaret Carey Foundation, has been set up and is operational. All working in the area have to complete Velotech Cycling training which ensures national standards of assessment in bicycle maintenance and repair. Bicycles (which have been refurbished) are in the main for the charity foundation, however with a shop on site, it would make sense to have some bikes available for sale to the public. This is being investigated but appears to be held up by legal selling issues.

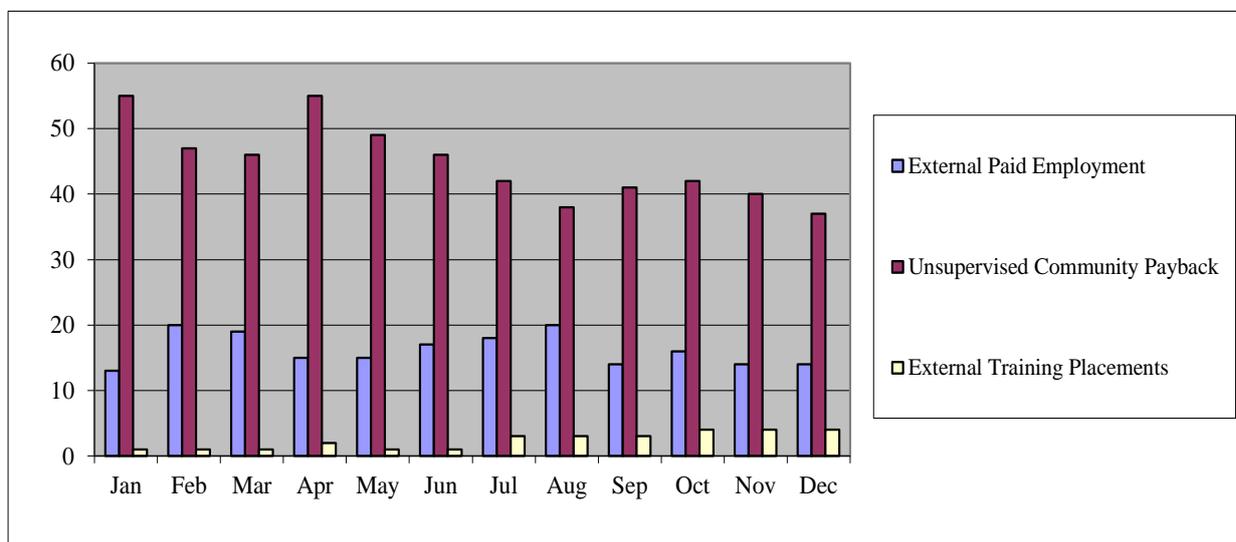
The tables below shows the numbers of prisoners who undertook various placements or employment over 2014 and 2015, the drop in numbers reflects the drop in population at the establishment and changes to ROTL, making it more difficult for men to work outside the establishment.

2014 chart



Source - HMP Kirkham Custody to Work team

2015 chart



Source - HMP Kirkham Custody to Work team

There is a Farm shop, which offers goods grown or made on the establishment for sale to the public. On the establishment there are rare breed cattle, sheep and pigs which are looked after by the Farms and Garden team. There are also a range of greenhouses in which are grown tomatoes along with other salad greens and vegetable crops throughout the

year and are offered for sale in the Farm shop as well as being used in local prisons and sold to local suppliers.

### 5.5 *Resettlement*

This has been a difficult and unsettling year for Offender Management Unit as changes in staff and processes were underway prior to the changes on ROTL, but the Board are still concerned as we are being approached by prisoners who accept that the ROTL changes are national but do feel that some members of staff in OMU are not treating prisoners equally. A subsequent review completed by the Governor showed that there were in some cases, inconsistent treatment within OMU. The Board will continue to monitor this. The Board are also concerned about continuity within OMU as Band 4 staff are also on regime duties including nights which mean that some prisoners might not be able to see their Offender Supervisor for some weeks at a time.

The chaplaincy team also deal with a number of prisoners who feel they are being unfairly treated with regards to their ROTL or town visit requests.

The privileges of town visits, HDC and ROTL are very successful with only 5 failures in 2015. Absconds for 2015 where 6, approx. 60% of the numbers in 2014. Given all the issues around men arriving at Kirkham who occasionally are not of the calibre expected in an open establishment and also with some men assuming they had a right to access some form of ROTL, this abscond rate is a credit to the work being done by staff to manage expectations on arrival, on induction and through robust risk management. There is an excellent support system in place in HMP Kirkham. There is "Information for Prisoners and Advice Centre" (IPAC), a Support Centre and a team of 12 Listeners [trained by the Samaritans] who are all prisoners themselves, supported by a highly trained and motivated staff team. There is a good interaction base on working groups and meetings involving and taking into consideration suggestions made by the men.

### 5.6 *Safer Custody*

There are 12 Listeners in place, trained by the Samaritans. Each billet has reps in place to assist with any issues that may arise. Late in 2015 there was an attempted hanging in the SAU following a prisoner being placed there for refusing a urine sample for a mandatory drug test. He was to remain there overnight but he then damaged the cell and covered the observation hatch and camera. Night staff were able to see him through a small gap left in the panel and quickly removed the ligature (a bed sheet) No hospitalisation was required, an ACCT was immediately opened and, once he had recovered and calmed down, he was transferred to Preston prison.

There has been a significant decrease in ACCT documents being opened in 2015, 16 against 48 in 2014. This reduction is assisted by now having in place dedicated mental health team in the establishment who proactively deal with issues as they arise. Also, a document which has been introduced at HMP Kirkham to replace a TAB, an ASP – a support document for those prisoners who struggle with life in open condition - has remained fairly static in 2015 with 51 being raised, against 54 in 2014.

Staff have seen an increase in prisoners transferring to Kirkham with mental health concerns, due to continued substance or alcohol misuse. These men are assessed on arrival and monitored carefully to check how they adapt to open conditions, especially if they have been in closed conditions for a long period of time. Kirkham IMB have concerns around

the suitability of some of the men being sent to the establishment, especially as the population is dropping and the pressure on higher category prisons where the population level is high to send more men out to category D establishments. The increase of men who are serving shorter sentences is having an unsettling impact on the prison leading to an increase in bullying. Were it not for robust risk management, the vigilance and diligence of staff at HMP Kirkham, the establishment could easily be destabilised by men plainly unsuitable to be held in open conditions.

#### *5.7 Segregation, Care & Separation, Close Supervision*

There is no Segregation Block at Kirkham. It has been re-designated as a Secure Accommodation Unit (SAU) and is a Holding Unit for those offenders waiting to be returned to closed conditions.

The IMB are usually advised of all men who are to be transferred and they are offered an interview with us. 99% of men decline to take part

#### *5.8 Residential Services (includes accommodation, food, catering and kitchens)*

HMP Kirkham occupies the site of a former RAF centre so accommodation is spread over 26 billets providing single occupancy with communal shower and toilet areas and a small kitchen with fridge and microwave. A 80 bed double occupancy unit which has been adapted for all new arrivals to the establishment, where they are welcomed by orderlies who give guidance and support to these arrivals, especially those who feel Category D to be a culture shock following years in closed conditions.

The introduction into use of a newly refurbished billet with adapted accommodation has been a success. It mainly accommodates older men or those with mobility issues. The men currently occupying this billet have nothing but praise for their unit and the care they receive from their billet officer. Consultation between residential staff and healthcare determines suitability for this unit. Also it is situated in close proximity to healthcare, which allows for prompt responses to any acute needs. This unit has helped men who would previously have avoided any opportunity to socialise or engage with each other and the wider community.

During 2015 a non-smoking policy was introduced for the prison, designated smoking areas have been available. This change happened with surprising ease, there was very little complaint and staff ensured there was healthcare support and/or electronic cigarettes available.

A pre-order meal system is now fully operational, which requires the men to complete their menu requests each week. This has been successful in reducing wastage of food as well as helping with easing bullying at the service area. During Ramadan meals were provided in heated trays, which kept warm till dusk so men no longer have to queue up for use of microwaves in the billets to heat up their food.

## Section 6

### HIGHLIGHTS of OTHER AREAS

#### 6.1

As a resettlement establishment many partnerships have been developed, one such partnership is with Recycling Lives who won a Queen's Award for their enterprise partnership with HMP Kirkham. Men working in this area are developing transferrable skills for use on release. If men can achieve the same turnover as an employee in the firm's plant at Preston they can be recommended to be taken on through the charity/custody to work scheme at the Preston depot. Prisoners who attain this are able to work 3 days in the commercial area and 2 days on the charity side. Recycling Lives offers men who are suitable employment opportunities on release, if required, through the charitable leg of the company, men who are homeless on release can also be accommodated while working till they can manage to get their own place to live.

A joint prisoner and staff initiative took place in 2015 when 2 men who have been through a drug recovery programme wanted to raise awareness of their recovery. They cycled along with a member of staff from Liverpool Prison to Kirkham, representing the journey they had been on since being sentenced and arriving at Liverpool prison through to working with substance misuse and recovery at Kirkham.

HMP Kirkham are extremely proud to have had a member of staff commended in the recent Butler Trust announcements. Alan Pitham, a Facilities and Services Supervisor at HMP Kirkham, and is Commended for his exceptional service in this role for a quarter of a century. He has given 25 years of utter commitment to his colleagues and the men in his care.

HMP Kirkham library was chosen by the Holocaust Memorial group to produce a piece of art for display on Holocaust Memorial Day in January 2016. The work was designed and completed by prisoners from the art group and was displayed in the Library before being sent to London after Christmas.

During 2015 HMP Kirkham has been seeking to gain accreditation through the Royal College of Psychiatrists by providing evidence for the provision of a safe and decent environment and a rehabilitative culture. This Enabling Environment award is a mark of quality based on core values, which recognise services which through best practice promote mental well-being and support ongoing development of the environment.

HMP Kirkham have been taking part in the North West Civil Service Local Programme to deliver continuous improvement programmes. The North West team have won the team award for the team that best embodies the spirit of Civil Service Reform showcasing abilities to deliver more open and skilled reforms working across departmental boundaries.

#### 6.2

There continue to be issues with drugs, especially with NPS. Although the trend has slowed down, NPS is still being seen as the drug of choice but not to previous excesses. There are regular finds of mobile phones, SIM cards, alcohol and drugs, including steroids and other substances. All items found are seized and culprits dealt with through the adjudication process.

The chaplaincy team consists of staff from the Christian faith along with a Muslim Imam who works part-time at the prison. There are about 20% of the prison population who are Muslim and this breakdown is not reflected in the make-up of the chaplaincy team resulting in a

heavy workload for the Imam. The team have access to chaplains from other faiths that they can call on when needed.

The number of complaints has remained at a level similar to 2014. Issues with missing property are still the topic of the highest number of complaints. By the time men are transferred to open conditions, they have built up a large number of possessions, which, due to contractual arrangements with the company doing the moves, mean that some property gets left behind. It is always a problem trying to reclaim that property and then ensuring it gets to the correct person once it has been traced and before release.

During 2016 it is hoped to bring on stream video conferencing facilities, which can be used to manage POCA court appearances more effectively. This will mean that a prisoner will not have to leave the establishment for his court appearance, it can take up to 4 or 5 weeks for a prisoner who has been sent out to court to return to Kirkham.

## Section 7

### 7.1 THE WORK OF THE INDEPENDENT MONITORING BOARD

<b>BOARD STATISTICS</b>	
Recommended Complement of Board Members	13
Number of Board members at the start of the reporting period	5
Number of Board members at the end of the reporting period	6
Number of new members joining within the reporting period	3
Number of members leaving within reporting period	2
Total number of Board meetings during reporting period	11
Total number of visits to the Establishment	105
Total number of segregation reviews held	n/a
Total number of segregation reviews attended	n/a

## 7.2 IMB Applications

Code	Subject	2012	2013	2014	2015
A	Accommodation	0	2	1	2
B	Adjudications	0	3	0	0
C	Equality & Diversity	0	0	0	0
D	Education/employment/training	3	3	0	3
E1	Family/visits inc mail & phone	0	2	1	5
E2	Finance/pay	1	1	0	2
F	Food/kitchen related	0	0	0	2
G	Health related	2	0	4	3
H1	Property [within current establishment]	0	10	1	1
H2	Property [during transfer/in another establishment]	3	2	8	8
H3	Canteen, facilities, Catalogue shopping, Argos	0	0	0	0
I	Sentence related [inc HDC, ROTL, parole, release dates, re-cat etc]	6	5	5	16
J	Staff/prisoner/detainee concerns inc bullying	2	1	0	0
K	Transfers	0	1	0	0
L	Miscellaneous	2	6	1	3
	<b>Total number of IMB applications</b>	19	36	21	45
	Of total : number of IMB Confidential Access was:				

## **Section 8**

### **GLOSSARY**

ASP	A support protocol document to assist men in adjusting to open conditions
DIRF	Discriminatory Report Form
HMP Kirkham	HM Prison Kirkham
OASys	Offender Assessment System
OS	Offender Supervisors
PIPES	Psychologically Informed Planned Environments
POCA	Proceeds of Crime Act
ROTL	Release on temporary licence
SAU	Secure Accommodation Unit
SMS	Substance Misuse Service