



HMP Littlehey

Independent Monitoring Board

Annual Report

February 2015 – January 2016

Statutory Role of the IMB

The Prison Act 1952 requires every prison to be monitored by an Independent Board appointed by the Secretary of State for Justice from members of the community in which the prison is situated.

The Board is specifically charged to:

1. Satisfy itself as to the humane and just treatment of those held in custody within the 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, of any concerns it has.
3. Report annually to the Secretary of State on how well the prison has met the standards and requirements placed 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, every part of the prison and also the prison records.

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1. Description of the Prison

HMP Littlehey is a Category C (Cat C) male training prison, located near Grafham Water in Cambridgeshire. The Cat C prison opened in 1988 as an integrated sex offender prison; in 2010 a new prison was opened on site for 480 young offenders. In July 2014 the prison was re-rolled to house all adult male Category C offenders for those who have committed a sexual offence and the establishment was reorganised to one prison: The original Cat C site is named Lakeside and the newer site is called Woodlands. The prison has an aging population (40% over 50 years) however a younger population (17% under 30 years) is in the establishment.

- 1.1 The operational capacity of the prison is 1220. The Certified Normal Accommodation is 1140 with 77 single cells adapted for dual occupancy. There are 13 wings in total, four original wings from 1988 (A, B, C and D), an induction wing holding 99 prisoners (E wing), 2 enhanced wings, (F and G) H Wing is working towards Enabling Environment accreditation, M Wing (Opened in 2015) will follow. 4 Wings opened in 2010 each holding 120 prisoners (I, J, K and L). I Wing is dedicated to older prisoners and J wing is due to re-role to be a further OAP Wing.
- 1.2 The residential accommodation is supported by two kitchens, 2 healthcare centres, education and workshops, two gymnasiums, one Care and Separation Unit with 9 cells, all weather sports pitch and a visits hall.
- 1.3 Currently 98% of the population are convicted of a sexual offence.
- 1.4 There are over 50 nationalities and over 20 religious denominations represented in the prison. The co-ordinating Church of England Chaplain is supported by a further four Chaplains in the prison as well as visiting Chaplains. Facilities are provided for, amongst others, Catholic, Free Church, Muslim, Hindu, Sikh, Jewish, Quaker, Mormon, Jehovah Witness, and Pagan prisoners.
- 1.5 The prison is categorised as a level 2 for healthcare and Northampton Health NHS Foundation Trust and Phoenix Futures took over health, mental health and drug treatment from April 1st 2015.
- 1.6 The Visitor Centre is located outside the prison and is run by the Ormiston Trust. The dedicated staff and volunteers administer the booking line, run the play area in the visits hall and provide refreshments and a welcome in the Visitor Centre and refreshments in the Visits Hall. Visits are six days a week.
- 1.7 As part of a central NOMs contract the facilities management service for the site was transferred to Carillion from June 1st 2015.
- 1.8 Resettlement services are delivered by BeNCH (Beds, Northants, Cambs and Herts) CRC.
- 1.9 CR03 (The Shaw Trust) delivers through the gate services for complex cases.
- 1.10 Social care is delivered by Cambs County Council.
- 1.11 Education is delivered by PeoplePlus (formerly known as A4e).

Other agencies and volunteers delivering services to the prison include:

RELATE – Relationship counselling
Bereavement counselling
Prison Fellowship –
Mother's Union – Relationship course
Local Churches including St Neot's Churches Together, St Neot's Evangelical Church, Christ Embassy, Prayer Palace Church, Crossways Church, St Ives)
Prison Visitors
Cambridgeshire County Council – Library Services
Shannon Trust – Turning Pages
National Careers Service
Job Centre
Samaritans

2. Executive Summary

2.1 Overview

Set against the national picture of the prison estate as one of increased violence, assaults, drugs, and legal highs it is a pleasure to report that HMP Littlehey bucks this trend and continues to be a safe and for the most part, a decent establishment.

This overall opinion is one reflected by HMIP when they visited in March 2015 and also the MQPL (Measuring the Quality of Prisoner's Lives) the survey that researches prisoner's attitudes to the quality of their life at Littlehey.

It is a credit to the Governor and the whole staff team that these reports are achieved when managing the changes imposed from HQ during the year. Of major concern to the Board, has and continues to be, the Contract awarded to Carillion for facilities management of the prison. The Board have been concerned about basic decency standards not being met like clean bedding, heating and lighting. To take the day to day maintenance responsibility away from the Governor has, in the Board's opinion, been a huge error by NOMs and has meant the prison regressing in basic and decency standards.

The Transforming Rehabilitation agenda has affected prisoners released from the prison. Littlehey is not categorised as a resettlement prison which in theory means prisoners are moved six months prior to release from Littlehey to a resettlement prison. As Littlehey's population is made up of prisoners who have been convicted of a sexual offence it is not easy nor always appropriate to transfer them to the prison nearest their home. Unless resettlement services are specifically commissioned by their probation manager, prisoners may be released with no support or accommodation in place. The Board was shocked to learn about a released prisoner who immediately re-offended on the train from Huntingdon to Peterborough and feels that this might not be an isolated case.

Given the continuing increase in the older prisoner population the Health and Social Care Act was welcomed because of the social care it could offer prisoners. However, after very positive discussions and talks earlier in the process with Cambridgeshire County Council it is a matter of fact at the time of writing, the board reports no carers have been into the prison to support those prisoners who have been identified as needing social care support.

The elderly population means that Health Care face increasing demands on limited resources. Escorting increasing numbers of prisoners to hospital and subsequent stays in hospital tie up

already scarce staff resources. The re-deployment of such staff puts at risk the day to day running of the prison with services like offender management and re-settlement suffering badly at times.

With just under 12,000 sex offenders in England and Wales, Littlehey holds approximately 10% of the national population. There is no published national sex offender strategy about which we specifically asked NOMs last year, as we understood from the Sex Offender Management Board there is one in draft form. There is very limited evidence to say whether the amount of sex offending programmes funded centrally by NOMs are sufficient to help reduce the risk of these prisoners reoffending after release.

2.2 Points of commendation and concern

The Board commends the management and staff on the following points:

- a. The prisoner orderlies and peer mentors (for example the equalities, disabilities, programmes representatives) create an active, caring and self managing community (8, 58, 59)
- b. Healthcare trainers scheme is another specific example of prisoners who contribute in creating a positive and caring community at Littlehey.(28)
- c. The ongoing move to smoke free wings is being handled professionally and in a supportive way.(84)
- d. Education attendance is very positive and demonstrates a population who want to learn and help change their lives. (20)
- e. The weekly Complex Needs meeting is a well attended multi department review of prisoners who have just arrived and those who have complex needs and their ongoing care.(57)
- f. Dental waiting list – what a pleasure to report the dentist lists significantly reduced and are now down to 2- 3 weeks.(25)
- g. The move to M and H wings becoming a progressive wings and for H Wing to become a fully accredited Enabling Environment.(82, 83)
- h. The CSU staff are a credit to the prison demonstrating patience and compassion.(29,69, 76)
- i. Industries continue to develop and offer work for just under 400 men exceeding target activity hours despite a restricted regime. (51)
- j. The Board observes the majority of the relationships between staff and prisoners are positive which contribute to the overall atmosphere of the prison.(6, 8, 15, 68)
- k. The Catering manager and kitchens never cease to amaze the Board producing the food they do given the constraints of the minimal budget and central suppliers. To go beyond this by fully engaging in the cultural calendar through special food is to be commended.(6, 85)
- l. The car spray and motor mechanics workshops continue to be exemplary in the training given and the possibility of doors open on the outside.(50)

The Board raises the following points of concern:

- i. The practicalities of running a large prison site have become significantly more difficult with the out-sourcing of maintenance and repair to Carillion, whose working and procurement procedures are elaborate, time-consuming and inefficient.(78, 81)
- ii. The ongoing list of items waiting to be repaired by Carillion is too long to list here but wing washing machines and driers and TV re-tuning are examples of work which has taken too long to fix.(80)

- iii. Resettlement – the gap that was left when NACRO finished and before the limited services of BeNCH were put in place. (44)
- iv. During the reporting period Cambridgeshire County Council did not deliver any social care.(11)
- v. The restricted regime has meant that at the weekend only one site can hold a Roman Catholic Service and a limited Pentecostal Service.(18)
- vi. The difficulties the Transgender prisoners have had in obtaining catalogue items equal to that if they were in the female estate, however it is recognised the extraordinary lengths the managers and staff have gone to for this situation to change.(14)
- vii. The ongoing backlog of OASys reports.(47)
- viii. Transfer process to secure hospital, demonstrating the time delay and frustration of not being able to progress over the Christmas break.(29,69)
- ix. The number of indeterminate sentenced prisoners (ISPs) over tariff. (49)
- x. The IEP policy for those in denial is a complicated policy to apply for staff and to understand for prisoners and the board has observed some inconsistencies and will continue to monitor.
- xi. Library closures due to staff shortages and redeployment.(86)

2.3 Recommendations and Questions

2.3.1 To the Minister

- i) The Board is not embarrassed to ask, yet again, when the Minister will ensure that Establishments such as HMP Littlehey can operate at their 'certified normal accommodation' levels? Doubling up in single cells is not now, nor in the future decent treatment and should not be seen as standard practice
- ii) Are there alternatives to custody which would be more suitable for the growing number of older people convicted through the legal system?

2.3.2 To NOMS

- i) The Transforming Rehabilitation Strategy did not make provision for sexual offenders at Littlehey. When the Transforming Rehabilitation progress is reviewed will more provision be included for those men being released from Littlehey, even if it is not formally a resettlement prison?
- ii) Is the CEO aware of the difficulties created by the out-sourcing of the facilities management not under the direct control of the Governor? Is he aware that basic decency standards have been compromised through this contract? The contract makes provision for qualified prisoners to deliver some maintenance and repairs and yet has not happened, Why?
- iii) When will the National Sex Offender Strategy (Commissioning Document) be published?

2.3.3 To NHS England

- i) Can the Commissioners give any reassurance that funding will continue to be provided to ensure continuity and consistency of health and social care treatment for prisoners at Littlehey.

2.4 Concerns expressed in the board's 2014-15 report

Points of Concern taken from the Board's 2014-2015 Report	Commentary
Doubling up of single cells	No change
Lack of a National Sex Offender Strategy, and a National OAP strategy	No change
When will NOMS commission enough sex offender interventions to reflect the population size of Littlehey?	No change
The Restricted Regime impacting upon a prisoner's access to RC services and time out of cell	Restricted regime still operating alternative days during the week and at weekends
Indeterminate Sentenced prisoners over tariff not progressing	Still too many in the prison
Care plans written for those held in CSU for more than 30 days	These happening as a matter of course, changes to PSO 1700 during the year
Backlog of OASys reports	Still backlog of incomplete or out of date (33%)
K and L Wing Maintenance issues	This particular problem has improved only to be overtaken by many other maintenance issues
Appointments disrupting education	Improved
IEP Policy – consistency for those maintain their innocence and opportunities for OAPs and those with disabilities to achieve enhanced	New Local IEP policy due April 2016, new national policy due
End of life suite not being commissioned by NHS England	No change
The current benchmarking has led to what the Board consider to be minimum staffing at night	No change
Library closures due to staff shortages	Re-deployment as well as staff shortages
In general, benchmarking does not make a distinction for the needs of prisons such as Littlehey with it's ageing population. The Governor made representations to ensure an additional 4 staff were allocated for the daily escort and bedwatch duties required	No change

<p>The business hub supports and underpins much of the day-to-day life within the prison and yet the Board fails to understand why the administrators (under Fair and Sustainable) are not permitted to specialise and use their expertise in one area but rather have to learn every job within the hub.</p>	<p>No change</p>
<p>A new PSI to specifically help with the management of the transgender prisoners</p>	<p>Findings and results of transgender review still awaited</p>

3. Key Areas

3.1 Equality and Inclusion

1. The Littlehey Equality Action Team (LEAT) has met on a quarterly basis, chaired by the Governor or Deputy Governor and at other times by the Safer Custody or Equalities Governor. The meetings are well attended by representatives from all disciplines including Governors, Healthcare, the Chaplaincy and Catering. The meetings are well attended by prisoner representatives from the protected groups who engage in the meetings. It was disappointing that one quarterly meeting still went ahead when the prisoners were locked up. A new equalities governor joined during the year.
2. The Equalities Monitoring Tool has identified some issues but a lot of these are put down to small numbers skewing the data. Specific training on using the tool would have helped the equalities team.
3. Dedicated and consistent staffing to provide support to the prisoner groups continued to be stretched at times due to the regime pressures. The board was sorry to see the dedicated DLO (Disability Liaison Officer) absent long term sick.
4. DIRFs are reviewed at the quarterly LEAT meetings, and 10% are externally verified by a representative from Peterborough Racial Equality Council; during the last quarter there have been on average 11 DIRfs submitted per month on average 3 upheld each month

Foreign Nationals

5. Foreign Nationals make up 12.8% of the total population. The weekly UKBA surgeries have continued throughout the year.

Older and Disabled Prisoners

6. The Board observes how the whole prison works to improve the life for the older prisoner population, for example the kitchen staff developing a range of softer food especially rolls at lunch time or where industries have organised for the wheelchair wheels to be replaced and maintained by one of the workshops

7. The over 50+ age group has increased year on year and now accounts for 40% of the prisoner population, with just under 100 men aged over 70 years.
8. I Wing is a dedicated OAP Wing where staff, the prisoners and the orderlies have all contributed to creating a positive and safe wing. Those who choose not to work are unlocked during the day. J Wing is planned to be re-rolled to a second OAP wing, a stair lift has already been put in place.
9. Activities for the OAPs include regular gym sessions, indoor bowls, and weekly coffee afternoons. Garden proposed on Woodlands has been postponed due to budget restrictions. Activities and opportunities for prisoners to supplement their pensions has been limited but some wing based work is planned. The Board cannot understand how some prisons (e.g. Whatton, Leyhill) have day centres provided by third party providers (Salvation Army or Age UK) whilst Littlehey does not.
10. There are approximately 650 disability declarations across the prison with a quarter of those from I wing. Many prisoners have declared multiple disabilities. There is a wheelchair fleet of 30 receiving extensive use as some healthcare clinics and appointment are held in Lakeside healthcare. All parts of the prison are now accessible for wheelchair users or reduced mobility prisoners. Benches have now been put in at suitable resting places around the establishment
11. The Health and Social Care Act came into force on April 1st, 2015, whilst the initial preparations and assessments with Cambridgeshire County Council looked to be going well it is disappointing to note that at the time of writing no care provision has been provided by them to those prisoners requiring social care. The local occupational therapists team have supported the prison by providing or recommending equipment.
12. The Board again observes that the End of the Life Suite represents a wonderful asset but has never been open due to lack of funding.

Real Voices

13. Membership to this group has flourished during the year and is now at 118. The Real Voices co-ordinator feel this is largely due to the safe environment where prisoners can disclose.
14. There are currently 6 transgender prisoners who meet regularly. Throughout the year there have been ongoing issues about catalogues to obtain clothing, make up and toiletries on a par with the female estate. The Equalities team have gone to extraordinary lengths to try and change this situation for example there has been a 'pop up shop' organised specifically for this group which was well received, specific catalogues like Very and Avon will be available for this group. There are still some examples where staff are not calling these prisoners by their preferred name or title.

Veterans in Custody

15. There are approximately 100 ex-servicemen in the prison, forming a very lively and active group which meets on a monthly basis. A war memorial has been built in the grounds, a dedication service and the service of remembrance were held by it where staff and prisoners came together in one act of remembering those who have fallen in war.

Cultural Calendar

16. An equality calendar of events is compiled each year and includes Holocaust Memorial Day, LBGTQ history month, World Aids Day and Black History month with appropriate posters, guest speakers and menu choices. The prison has allocated a portacabin for these events to take place.

Religion

17. There are 21 different religious denominations
18. The restricted regime which has been in operation during the reporting year which has meant that access to weekend Pentecostal Services and a regular Saturday RC Service have been unavailable to all prisoners every weekend.

3.2 Education, Learning and Skills

19. Since the last Report the education curriculum has been expanded to include a range of additional PSD courses to support the wider prison pathways. Progression routes at Level 2 are now available across vocational training with the exception of plumbing, painting and decorating and motor mechanics. The range of GCSE provision has been expanded to include Spanish, Humanities and English literature
20. Education provision has been provided by PeoplePlus (vice A4e) since March 2015. The education provider responded well to the change in prisoner population; the curriculum has been adapted to recognise and support an increasing and ageing prisoner population. In addition the Board noted significant improvements in management, attendance and staff morale over the reporting period. A recent "Health Check" report for overall effectiveness gives Grade 2 [Good] for: the provision of leadership and management, achievement of education, vocational training and work skills, and the Offenders' Learning and Skills Service [OLASS] and National Careers Service [NCS] functions. But Personal Development and Behaviour was assessed as Grade 3 [Requires Improvement]. Success rates have improved in 2015/16. For example, there was an overall 82% rate in OLASS delivery, and an English Speakers of Other Languages [ESOL] success rate of 85%.
21. Of note was the introduction of Distance Learning as a paid activity and the Board observes that there are some 80 prisoners engaged in Distance Learning and Open University courses. Retention rates for the current academic year are very high, standing at 98%.
22. However, during the reporting period planned delivery hours were 36,025 but hours achieved were only 30,948: The cause for the shortfall was spread evenly between the Prison imposing restricted regimes and PeoplePlus staff shortages. Overall, the cancellation rate is considered to be too high. In addition, the Board believes that teaching in Functional Skills, Levels 1 and 2, need to be improved; new staff are being recruited and an action plan put in place to improve success rates. Finally, whilst there is little evidence of Modern British Values being promoted within course delivery, prisoners are actively encouraged to engage in group discussions and there is good tolerance and respect of different learners' views.

23. The Board notes the fact that, although there is currently no evidence of this acting as a disincentive for enrolling into education courses, current pay rates for prisoners employed in workshops are higher than for those in education.

3.3 Healthcare and Mental Health

24. The prison is categorised as a Level 2 establishment for healthcare and Northampton Health NHS Foundation Trust and Phoenix Futures took over health, mental health and drug treatment from April 1st, 2015. The transfer to the new provider went smoothly with a few teething problems for staff but no adverse impact upon service delivery to the prisoners.

25. The Board is delighted to report the successful reduction in dental waiting times to 2- 3 weeks

26. Optician waiting lists are likewise reduced to a few weeks.

27. The prison population makes significant demands upon healthcare services with an average 350 appointments per day giving a total internal appointments of 81,734 for the reporting year, unfortunately there were 6% 'no shows'. On average there were 29 hospital appointments each week and 10 bed watches per month. This level of expenditure is higher than originally planned for and is only likely to increase. The Board is concerned that the level of funding required will be met by NHS England and NOMs. Healthcare run many clinics including diabetes clinic, hepatitis B clinic, coronary heart disease and bowel screening.

28. The Healthcare Trainers are recognised for the work they undertake in the prison especially for the smoking cessation in the run up to the likely smoking ban.

29. During the Christmas break the board were concerned about how long it took to move a prisoner from the CSU into a secure hospital. The time delay was upsetting for the staff in CSU, as well as frustrating for the healthcare staff and the unwell prisoner was not in the right location to receive appropriate treatment.

Drug & Alcohol Strategy

30. From 1 April 2015, the prison substance misuse services were provided by Northamptonshire Health Foundation trust NHS Services and Phoenix Futures to provide an integrated service for substance misuse. The HMP Littlehey Drug and Alcohol Strategy has been divided into four key strands: Demand reduction, supply reduction, harm minimization and information sharing. Over the reporting period, demand reduction has focused on clinical substance misuse treatment services and psychosocial misuse treatment services.

31. Measures for the management of New Psychoactive Substances have been strengthened in line with legislation to be introduced in 2016.

32. Within the establishment the emphasis has been for appropriate information sharing between the integrated team and the security department. The IMB monitors the provision of drug services through attendance at monthly meetings, chaired by the Head of Security, where all aspects for the drug strategy are reviewed and where necessary appropriate remedial actions are initiated.

3.4 Purposeful Activities

Programmes

33. The Board observes that the number of Thinking Skills Programme (TSP) (7 week) courses available to prisoners rose from 4 in 2014/15 to 7 in 2015/16 delivering 63 men completing the course.
34. Similarly Sex Offender Treatment Programmes (SOTP) Core (5 month) course availability will rise in 2016/17 from 5 (with 43 men completing the course) to 6 and the single SOTP Extended (6 month) course introduced at Littlehey in 2015/16 will double in the following period.
35. The Healthy Sex Programme (HSP), commenced in 2015/16 and will be extended the following year.
36. The new SOTP intervention, Horizons, will reportedly allow for prisoners in various stages of denial, which the Board welcomes.
37. Conversely, the Board observes that, with a population on excess of 1200, the total number of places funded for these Programmes at Littlehey is 118 in the period 2015/16 and 137 thereafter
38. The Littlehey population has 876 men (72%) who are in denial of the sexual element of their offence, 74% of these are willing to engage with the programmes department. But, until the new Horizons programme is introduced, these men are not deemed as suitable for a sex offender behaviour course. In addition, the Government will not fund intervention programmes for those men assessed as low risk on the Risk Matrix 2000. At Littlehey, just under 40% are deemed low risk and, therefore, will not receive any sexual behaviour interventions whilst in prison. *After the reporting period the Programmes team have reviewed the number of men in denial who are willing to engage in a programme and estimate this to be nearer 152.*

3.5 Resettlement

Reducing Reoffending

39. Resettlement/Reducing Reoffending strategy at Littlehey is well-defined and managed through the Reducing Reoffending and Pathways Strategic Board. Meetings of this Board are held regularly, with major stakeholders including the Head of Reducing Reoffending, the Offender Management Unit (OMU), Healthcare, National Careers Service, Integrated Substance Misuse, Programmes, Learning and Skills, Industries, the Chaplaincy and a number of agencies providing "Through the Gate"- type assistance. The IMB usually attends these meetings as an observer.
40. The Strategic Board aims to reduce the re-offending rates of offenders leaving HMP Littlehey. This is to be achieved through a range of evidence-based interventions and by providing a rehabilitative environment which "supports desistance, enables offenders and affords them every opportunity to change their lives." The Board aims to meet, or exceed, laid-down performance targets within the framework of the national Pathways, and progress is recorded in a Strategic Action Plan.

41. However, a recent Government statement claimed that 46% of all prisoners will re-offend within a year of release, and that 60% of short-sentenced prisoners will reoffend within the same period. This compares to an average re-offending rate for men convicted of a sexual offence of 13% (MoJ Proven Re-offending Statistics Quarterly Bulletin, Jan 28 2016)

42. Moreover, MoJ data (MoJ Proven Reoffending Prison/Youth Secure Accommodation/Probation Trust data tool dated 28 Jan 16) for HMP Littlehey reports the following (figures rounded):

Prisoners released in:	2007	2008	2009	2010*	2011*	2012*	2013*	2014*
% reoffending under 12 months	-	-	-	51	58	58	59	59
% re-offend after 12 months	13	19	15	31	33	33	28	28

* Figures include both YOI and Cat C re-offenders

43. Against this disappointing background the large team at Littlehey engaged in the Rehabilitation process does so with a sense of some isolation, a degree of frustration and with a general desire to be able to monitor the results of its efforts more closely. There is some discussion of introducing local measures in order to more readily gauge attainment. The Board looks forward to seeing further detail of these proposals.

44. The Transforming Rehabilitation agenda has affected prisoners released from the prison. Littlehey is not categorised as a resettlement prison which in theory means prisoners are moved six months prior to release from Littlehey to a resettlement prison. As Littlehey's population is made up of prisoners who have been convicted of a sexual offence it is not easy nor always appropriate to transfer them to the prison nearest their home. Unless resettlement services are specifically commissioned by their probation manager, prisoners may be released with no support or accommodation in place. Whilst the local Community Rehabilitation Company (BeNCH) has employed 2 members of staff to implement resettlement services this can only happen if the prisoner's Offender Manager is aware of the need and process and authorises payment. This has left a gap in services provided with prisoners released with no accommodation or support.

Quality and Timeliness of Sentence Planning

45. The IMB lacks the expertise to address definitively the efficacy of the Sentence Planning process at Littlehey. Nonetheless, there was sound evidence in 2015 of effort being directed at achieving a coordinated and cohesive approach to prisoners' individual needs. This included the completion of criminogenic needs analyses. Changes to the Induction process, which has been extended to 2 weeks, have also enabled more accurate literacy and numeracy results to be obtained, and the production of Individual Learning Plans for every prisoner. This has helped ensure that prisoners are allocated to the correct level of course.

46. A clear Sequencing strategy is coordinated and implemented by the Strategic Group as a whole, and the emphasis is on right place and right time: placing a prisoner on the appropriate course or work programme at the most relevant time in his sentence. The Board is pleased to report that the process of introducing Personal Development Plans for every prisoner is underway

Offender Management Unit (OMU)

47. The 2015 visit of HMIP observed that some 30% of OASys reports were out of date. The Board regrets to report that, after an encouraging improvement over the previous reporting period, the situation has deteriorated and some 33% (430) of the Littlehey population now have an out-of-date or no OASYS report. The Board notes that 70% of the outstanding reports appear to be the responsibility of the Probation Service and not the Littlehey OMU. However, the Littlehey shortfall is undoubtedly partially due to the continuing redeployment of Band 4 managers. It is tempting to suspect that, when short-notice requirements arise elsewhere in the prison, the OMU is seen as a readily available resource or many of the staff are only too willing to get back to frontline duties.

MAPPA

48. The majority of the population at Littlehey are recognised as needing MAPPA support (Multi agency public protection arrangements), there are over 1000 prisoners at Level 1, 116 at level 2 and 13 at level 3 support. This means more work for the department in ensuring the safety of children and vulnerable adults as identified by the court during the prisoner's stay at Littlehey

ISPPs

49. Whilst there has been a reduction in ISPPs of 40 there still remain 176 men stuck in the system of which 141 (80%) are over tariff.

Purposeful Activity

50. The Reducing Reoffending Strategic Board faced the loss of 4 Industry Contracts during the reporting period (2 x Industrial Recycling, PICTA and Bicycle Repair/Refurbishment). In addition DART no longer offers full time activity spaces, which led to a further 26 activity spaces lost. To counter this, the prison has opened several new industrial facilities in partnership with commercial companies, and offers some very well-equipped workshops, providing a high quality work experience. The motor body and paint spray workshops, in particular, are outstanding. In addition, in-cell work for the OAP population and those who are in the CSU has been introduced.
51. Overall employment opportunities have increased by some 22 places since the last HMIP inspection, but the Board observes that there are currently still insufficient activity places. Activity spaces (including Education) in 2015 numbered 882 and this rose to just over 925 in 2016, against a prison population of over 1200. There are now approximately 113 OAPs who may choose not to work in this number, and a further 11 prisoners who are deemed unable to undertake purposeful activity. Therefore the Board notes a current shortfall in activity spaces of at least 150.

52. On the other hand the Board is pleased to note that the prison has advanced plans to increase the volume of commercial activity within the Lakeside Industries Complex, and anticipates further expansion. For example, a new workshop is being set up with the support of DHL. This will recycle/refurbish domestic appliances. As well as offering additional employment to up to 50 prisoners, the facility should be able to support some of the appliances currently allocated to Wings.
53. Of the 925 activity spaces currently available at Littlehey some 115 are currently unassigned. This is clearly disappointing. Nonetheless, to help ensure that prisoners utilise the opportunities at Littlehey a Job Club has been established through which prisoners are informed of all vacancies and are required to apply for activities that are in line with their sentence plans. If prisoners fail to attend the Job Club their unassigned rate of pay is removed, IEP level reviewed and Gymnasium sessions reduced to 1 per week.

3.6 Safer Custody

54. The Board is pleased to report that the Safer Custody Audit conducted in September 2015 resulted in a score of green. Particularly highlighted for praise was the work of the safer custody team, peer group support and the management of prisoners with complex needs which was described as a model for other establishments to follow.

ACCT Documents

55. Since the last report a new quality assurance check has been introduced to manage the system more effectively. These include a check by a Band 5 member of staff within 72 hours of opening and weekly check by a Band 7 or above.
56. The Case Managers of the prisoners on ACCT documents are also their Offender Supervisors and the monitoring process is further streamlined by all reviews being widely published on the daily briefing sheets so that contributors from all disciplines are informed and full attendance at reviews is achieved. Case Manager training is thorough and on-going.

Complex Needs Meetings

57. The Complex Needs meeting is held weekly and is well attended by a multi-disciplinary group of staff. Minutes are taken and all action points are reviewed. It deals with all prisoners who display complex needs covering a wide range of issues including those on ACCT documents, food refusals and those in segregation. Prisoners with complex mental and physical health problems and learning difficulties are also discussed. Some of the population are isolated because of lack of family and outside support or circumstances in custody and these are identified and offered help.

Peer Support

58. A number of peer support groups are active in Littlehey. Listeners and Buddies play an important role within the Safer Custody group and representatives also attend the monthly Safer Custody meeting. The Listeners scheme was highly praised by the audit team and sound relationships between the Samaritans and prison staff are evident.
59. The orderlies in Reception are trained Listeners and all new arrivals are seen by them. The Buddies also contribute to the Induction process. The Safer Custody representatives who are volunteers on all wings do daily wing walks and follow up concerns about prisoners who are isolated or in need of

help. Members of staff can also volunteer to be responsible for specific areas of the work and activity boxes are readily available on all wings providing materials for distribution to those in need.

Violence Reduction Policy

60. Levels of violence remain low at Littlehey but robust systems are in place to tackle violence and intimidation. The system is now paperless and the previous method of recording and accounting in wing held booklets has been upgraded to electronic communication. Information about perpetrators and victims is available for staff to note on the daily briefing sheet and is available to the Safer Custody team and recorded on the IR system and C Nomis.
61. Custody Managers are able to place prisoners on VR Basic Regime if necessary and many strategies are in place to support victims of intimidation.
62. Quality assurance tests are carried out regularly by Safer Custody staff and any special areas of concern are carefully watched. A National Diagnostic Tool enables staff to monitor trends and use data from other establishments to enhance their work at Littlehey.

Deaths in Custody

63. There were four deaths in custody in the reporting year, all from natural causes. Recently the number of trained Family Liaison Officers has been increased as it is expected that the number of deaths will increase in line with our ageing population. The board considers that staff at all levels who do this work do so with professionalism and sensitivity.

Concerns of the Safer Custody team

64. There are increasing numbers of prisoners received at Littlehey who are in prison for the first time. Of the 560 receptions in the reporting period, 326 were in this group. There is a possibility that some are received within their first 21 days of custody. Increased monitoring will be needed to protect this group at their most vulnerable time.
65. NPS (New Psychoactive Substances) are nationally an increasing cause for concern and vigilance is vital to retain the safety and stability of the establishment.

3.7 Segregation

Care and Separation Unit (CSU)

66. The CSU has 9 cells and one that can be used for full body searches and used as a reception point and one cell which could be used for constant observation. It has an attached exercise yard for the sole secure use of the unit.
67. This year the unit has seen an increase of inmates removed to segregation. We note that records reflect some 190 occasion's individual prisoners have been segregated. A recorded increase of almost 90% over last year's figures. (total last year 102). Given the re-role from June 2014 this is still a higher figure.
68. The Board saw this year an increased proportion of prisoners lodged in segregation for Own protection. The Board noted having raised the point a change of process was introduced in managing those segregated for own protection. This effectively has reduced those prisoners

removed from normal population, (mainly for debt issues). We shall continue to monitor this effectiveness.

69. The Board acknowledges how well the unit's staffs managed the acute mentally ill prisoner held over the Christmas period. We noted how protracted the process was to find a secure hospital bed.
70. The Board also noted that this year on average some 44% of prisoners segregated were recorded as ethnic minority prisoners. This is higher than the prison as a whole where over 70% is white.
71. The Board recorded some comments relating to consistency of segregation reviews earlier this year and noted management of the unit was subsequently placed under Safer Custody. We have seen a more targeted approach at dealing with segregated prisoners since then. As a Board we have attended all of the 245 reviews for continued segregation. We also noted this year the regular attendance of a Mental Health Nurse at most reviews, a change we see as positive.
72. The Board noted that records show 30 segregated prisoners in this period were subject to open ACCT. Given that did all of them have "exceptional circumstances" and would some have been better managed by retention on normal location.
73. Following the Supreme Court ruling on management of segregated inmates being implemented (Bourgass and another), we noted in the 5 months of its use the DDC "first review" was required 7 times and the "second review" only once. There is no doubt that this new process has focused the management of inmates. The Board will continue to monitor the length of segregation confinement as a target next year.
74. The unit is used for Adjudications and has a large room set aside for that use. The Board has observed a sample of these both internal and external. We noted they have always been seen to be well managed and fair. Of the 705 adjudications held records show a good use of the guidelines and in the main appropriate sentences passed.
75. The adjudications and segregation usage is monitored at a 3 monthly meeting (SMARG). It is unfortunate that these meetings are not regularised a little more and some recording figures have proved to be in need of closer monitoring as to accuracy. This has been notified to management.
76. Constant watches have only been used 3 times this reporting period. Given the type of prison we see this as a very low figure. These watches have resulted in positive outcomes for the inmates. From monitoring these confinements we acknowledge the caring attitude shown to those prisoners.
77. The board have noted that specific training for segregation staff has not been identified this year. We acknowledge that the staff, in the main are experienced and feedback from prisoners about segregation staff is mostly positive. However there have been a number of particularly challenging detainees this year for staff within a very close environment. The board comments that the question as to role specific training and development seems non-defined and fragmented.

3.8 Residential Services

78. Facilities management has probably never been mentioned in the IMB Annual Report before but when this is not working its impact on every aspect of the prison is

enormous and therefore the Board feels compelled to emphasize the negative impact this central NOMs contract has had on the day to day life of the prison.

79. At times the standards of decency and propriety that the prison has worked so hard to achieve have been significantly undermined with prisoners being given dirty sheets, having limited or no access to washing and drying facilities, and restricted toiletries..
80. Prisoners' access to television also appears to have been reduced since the introduction of the NOMs facilities contract. Prisoners can be locked up for up to 18 hours during restricted regime weekends. At these times faulty in-cell television is a significant shortfall and can severely impact prisoner morale.
81. Within the 1220 prisoner-population there are qualified TV engineers, plumbers, electricians, plasterers, painters and the like. The contract with Carillion allows for prisoner working parties to be used under supervision but in the Reporting Period the Board was disappointed to note that this had not occurred at Littlehey.
82. During the year H wing has been converted from a Drug rehabilitation wing to an 'Enabling Environment' and the wing is working towards accreditation with both the staff and residents learning and helping achieve this.
83. For many prisoners in denial of their offence it can be hard for them to be seen to be reducing their risk, the Board is pleased to observe that the enhanced wings of F and G together with M and H wing will help address this.
84. The prison has started to prepare for the smoking ban and has successfully managed to deliver 140 smoke free places
85. The kitchens successfully deliver 3 meals a day to prisoners on the meagre budget allocated for this purpose with very little criticisms noted in the food comment books. The Board observes the food from the gardens is now being planned in to the menus. The board compliments the kitchen on the food delivered for the festivals throughout the year.
86. During this time of limited staff due to bed watches, escorts, staff sick the board observes the first closure is the library. Whilst understanding closure does not impact on regime, purposeful activity hours the Board wonders why alternative arrangements have not been put in place ie for the library to go on the wings.

4. The Work of the Board

The Board continues to monitor the prison through rotas, themed rotas, up to two application clinics each week, segregation reviews and attendance at various establishment meetings. (such as Senior management Team (SMT), Security, Safer Custody, prisoner forums) Some meetings (for example SMT and Security) are attended on a regular basis whereas others are attended less frequently as the monitoring need arises. Board members have become increasingly frustrated by the extremely slow performance of the secure, CJSM e-mail facility provided by the Ministry of Justice.

During the year, one established member resigned from the Board and five new members were recruited. Unfortunately, of the new members, one has resigned and three others have yet to become effective due to unforeseen personal availability problems. This has led to increased pressure on the remaining Board members to effectively continue the monitoring task. The Board was visited by the outgoing, Eastern Region, IMB National Council representative in November 2015 and by the new incumbent in January 2016.

A significant increase in prisoner applications during the early part of the reporting period led the Board, for a period of time, to scrutinise the submissions prior to face-to-face contact. Consequently, 59 applications were returned to prisoners with written advice to use the prison complaints system correctly, or with a written resolution of the application or a response indicating that the matter was not one that the IMB could help with. At the annual Team Performance Review, held in December 2015, it was agreed to suspend the pre scrutiny of applications and see all prisoners. This decision is likely to be revisited during the next reporting year.

Training for members has continued through regular presentation provided by prison staff after most monthly Board meetings. The Board enjoyed an informative visit to HMP Gartree and is grateful to the Governor, staff and the IMB Board for their hospitality. Attendance of two Board members, along with members from other sex offender prisons at the Sex Offender working group has continued.

The Board has been called upon to assist the Prison and Probation Ombudsman's staff with the provision of information as part of on going investigations.

Finally, the Board has continued to enjoy excellent support, within the constraints of the available hours, from staff working in the prison Business Hub

Appendix 1 – Board Statistics

1st February 2015 – 31st January 2016

Recommended Complement of Board Members	16
Number of Board members at the start of the reporting period	12
Number of Board members at the end of the reporting period	14
Number of new members joining within the reporting period	4
Number of members leaving within reporting period	2
Total number of Board Meetings held during the reporting period	12
Total number of visits to the prison (including all meetings)	637
Total number of segregation reviews held	268
Total number of segregation reviews attended	267
Date of Annual Team Performance Review	10 Dec 2015

Appendix 2 - Application Clinic Statistics

Code	Subject	CAT C 12/13	YOI 12/13	CAT C 13/14	YOI 13/14	CAT C 14/15	YOI 14/15	CAT C 15/16
A	Accommodation	1	0	11	1	17	0	17
B	Adjudications	4	4	2	8	11	5	9
C	Equality & Diversity (inc religion)	6	2	7	2	10	1	11
D	Education/employment /training inc IEP	9	6	16	10	31	2	8
E1	Family/visits inc mail & phone	8	1	23	8	23	1	21
E2	Finance/Pay	-	-	20	2	15	1	8
F	Food/kitchen related	3	1	0	1	7	0	2
G	Health related	25	2	19	1	26	1	13
H1	Property (Within Current Establishment)	45	19	37	13	21	5	14
H2	Property (during transfer/in another Establishment)	-	-	13	12	32	4	19
H3	Canteen, facilities, catalogue shopping, Argos	-	-	4	1	8	1	10
I	Sentence related (inc HDC,ROTL,Parole,release dates, recall etc)	40	41	43	46	36	14	32
J	Staff/prisoner/detainee concerns inc bullying	20	19	15	8	20	5	25

K	Transfers	10	10	25	25	25	12	5
L	Miscellaneous	12	5	3	0	19	0	30
M	Recall	1	0	23	5	2	0	0
N	No show	55	21	45	15	75	4	37
	Total number of applications	239	131	306	158	378	56	261
	Number of IMB Confidential Access was:	-	-	33	00	22	00	16