



Annual Report
of the
Independent Monitoring Board
at
HMP Leeds

for reporting year

1 January to 31 December 2016

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Monitoring fairness and respect for people in custody

SECTION 1

STATUTORY ROLE OF THE INDEPENDENT MONITORING BOARD

1.1 The Prisons Act 1952 and the Immigration and Asylum Act 1999 require every Prison and Immigration Removal Centre (IRC) to be monitored by an Independent Board appointed by the Secretary of State for Justice from members of the community in which the Prison or IRC is situated.

1.2 Each Board is specifically charged to:

- Satisfy itself as to the humane and just treatment of those held in custody within its Prison or IRC and the range and adequacy of the programmes preparing them for release.
- Inform promptly the Secretary of State for Justice, or any official to whom she has delegated authority as it judges appropriate, any concern that it has.
- Report annually to the Secretary of State for Justice on how well the Prison or IRC has met the standards and requirements placed on it and what impact these have on those in its custody.

1.3 To enable the Independent Monitoring Board to carry out these duties effectively its Members have right of access to every prisoner and every part of the Prison or IRC and also to its records.

ANNUAL REPORT

1.4 This document is the statutory Annual Report of the Independent Monitoring Board (IMB) at HMP Leeds for 2016.

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SECTION 3

DESCRIPTION OF THE PRISON

3.1 HMP Leeds is an inner city local Category B Prison with an Operational Capacity of 1218 serving the local courts of West Yorkshire holding adult male convicted and remand prisoners. It is routinely at or near its Operational Capacity.

3.2 The Prison has 4 Victorian Wings dating from 1847 and 2 modern Wings providing 669 cells overall. One Wing is dedicated to vulnerable (Rule 45) prisoners; One is dedicated to Resettlement and one Wing is for prisoners on Remand. There is a First Night and Reception area; a Segregation Unit; a Social Care Residential Unit; a Multi-Faith Centre; a Library; a Gym and Sports Facility; a Visitor's Centre together with education and workshop facilities.

3.3 The Healthcare Services are contracted out to CareUK and the Education provision is provided by Novus, part of the Manchester College Group.

3.4 A wide range of voluntary organisations, (including, for example, the Samaritans; West Yorkshire Chaplaincy and Prison Visitors), operate within the Prison providing a range of key services. The Jigsaw Visitor's Centre, an independent charity working closely with the prison, is a successful project of many years standing. Some prisoners manage the Prisoner Information Desks on each Wing whilst others act as Healthcare Representatives; Recovery Champions and as Listeners (trained by the Samaritans).

SECTION 4

EXECUTIVE SUMMARY

Concerns

Policy

4.1 2016 was another very challenging year for HMP Leeds with a new operational regime being implemented, in line with Ministry of Justice policy, whilst dealing with the ongoing and damaging impact of New Psychoactive Substances (NPS) together with sustained levels of violent incidents, including self-harm. The Prison has also had to accommodate disruptive transferees regularly following disturbances in other secure establishments as well as the adverse impact of accommodating out-of-area prisoners.

4.2 The IMB continued to experience difficulties in obtaining accurate comparative and consistent data relating to key areas including Use of Force, Violence Reduction, Security and Safer Custody both internally and externally. The limited trend analysis available indicates increased levels of violence and self-harm compared with previous years. There were, for example, examples of incidents involving some degree of violence included on almost every daily report in 2016. On average, there were 46 'violent incidents' per month and there were 4 self-inflicted deaths in custody during the reporting year.

4.3 The quality and standard of the education services ranging from formal 'classroom' activities through to specialist vocational skills provided by Novus in 2016 was impressive. Prisoners frequently praised the services and there were high attendance figures. Activity in the Workshops was less encouraging with frequent interruptions to the supply of raw materials and apparently slow response to the repair of the ageing machinery and Information Technology (IT - hardware and software). Overall, the quality of activity in the Workshops merits improvement and expansion in order to provide motivational and rehabilitative activities.

4.4 The IMB has been able to carry out its duties and fulfil its statutory responsibilities without the need to escalate any issues outside of the establishment itself. Overall and notwithstanding the difficult operational environment, the IMB believes that Prisoners have been treated with appropriate humanity and respect although some prisoners tell the IMB that the general atmosphere is frequently intimidating. Officers have regularly been seen to stay beyond the end of their scheduled time and take on additional duties at short notice to provide cover and continuity both within the prison but also on external escort and other duties. The IMB recognises the day-to-day challenges that officers have faced and commends particularly their swift actions to deal with and de-escalate incidents of self-harm and violence.

4.5 The IMB has identified the following areas of concern:

4.5.1 National Policy Issues:

4.5.1.1 Safer Custody. The IMB has observed management experiencing real difficulty, on occasion, in maintaining the full day-to-day regime for prisoners which in turn, results in obvious prisoner discontent and frustration. This issue has been caused by a combination of unplanned and unpredictable factors, including serious incidents associated with the use of NPS that result in increased emergency hospital escorts/bed-watches; staff sickness as well as the need to provide officers for incident support at other secure establishments. The ongoing recruitment of additional Prison Officers is welcome and, in the view of the Board, very necessary for the safe maintenance of the core regime for prisoners. It is hoped that this recruitment will be continued at pace, however the IMB recognises that new inexperienced prison officers are not a substitute for more experienced staff when handling challenging situations and individuals in the prison.

4.5.1.2 Drugs and Mobile Phones. The continued availability and use of NPS has posed particular challenges. The effects have not only been routinely disruptive and very damaging to the individual health and wellbeing of prisoners, but have also directly impacted the regime. Officers have frequently been required to transfer seriously affected and disturbed prisoners

to segregation or out to hospital under escort. The number of mobile telephones recovered in the Prison is a concern as they are highly valuable contraband. Their possession and use in the prison is regularly associated with violent incidents as reported in the daily bulletins. The Board welcomes the additional funding that was made available to reduce the number of illegal items entering the Prison by extending the Closed Circuit Television (CCTV) coverage and adding additional security screening to vulnerable areas of the estate. It is hoped that CCTV will be installed in the remaining areas in 2017 and that funding will be made available to introduce additional practical measures or technical detection and counter measures to frustrate the supply of illegal and illicit goods.

4.5.1.3 Public Contracts. The refurbishment of the main kitchen was considerably delayed resulting in the temporary kitchens being retained for well in excess of their planned life at very significant nugatory cost. The food produced in these temporary premises, in portacabins located away from the main building, frequently fell below an acceptable quality standard despite the best efforts of the Catering Staff and assigned kitchen workers. Equally, the working conditions in the kitchens were highly unsatisfactory from both hygiene and comfort standpoints. Procurement difficulties also resulted in delays, from time to time, in the provision of basic decency items such as toilet rolls; pillows; towels; clothing and specialist kitchen wear, as well as raw materials for the Workshops and the repair of equipment in the Workshops. The Prison was also without a serviceable dental examination chair for at least two months due to delays in the approval for and ordering of repairs or replacement of the equipment. All of these simply unacceptable shortcomings create understandable frustrations, build tension and create genuine disquiet for Prisoners. It is hoped that such instances will not be repeated in 2017.

4.5.2 Operational – not requiring a response

4.5.2.1 Mental Health. The Mental Health provision encountered difficulties through the year. (See Section 5.2).

4.5.2.2 Data Collection and Recording. The quality and consistency of reliable comparative data and trend analysis remained poor overall, particularly in the area of Safer Custody. (See Section 5.4).

4.5.2.3 Workshops. The Workshops struggled with broken equipment and shortages of raw materials. (See Section 5.6).

4.5.2.4 Quality, variety and quantity of food. The quality, variety and quantities of food were the subject of frequent complaints by prisoners throughout the year. (See Section 5.8).

4.5.3 Local Operational Issues: The following operational issues have been identified as having presented consistent management challenges through the year:

4.5.3.1 Disrupted regime.

4.5.3.2 Frequency of serious incidents.

4.5.3.3 Frequency of unplanned external healthcare escorts.

4.5.3.4 Incomplete CCTV coverage.

4.5.3.5 Availability of drugs and mobile phones.

4.5.3.6 Increased force and violence reduction reports.

4.6 Overall Judgement

4.6.1 At an operational level the Board has particular concerns regarding:

4.6.1.1 Mental health services that were overextended during 2016 and struggled to deliver consistent support to all of those in need.

4.6.1.2 The need to acquire and record reliable consistent comparative data that is widely shared and used to address issues at the earliest opportunity.

4.6.1.3 The safe custody of prisoners in the prison where the incidence of drug and mobile phone use are both unacceptably high and are associated with sustained levels of violence and self-harm in the prison.

4.6.1.4 The quality of purposeful activity; rehabilitation and resettlement which require investment and improvement in order to meet a reasonable and consistent standard.

4.6.1.5 The need to train and integrate the new cohort of officers effectively and quickly.

4.7 New and additional challenges in 2017 will result from the introduction of a 'No-Smoking Policy' as well as delivery of the 'Digitisation Programme' and the major works to build a new Reception Facility.

SECTION 5

AREAS WHICH MUST BE REPORTED ON

5.1 Equality and Inclusion

5.1.1 The Prison population in Leeds is very diverse in every spectrum but is generally representative of the catchment area that the Prison serves. The majority (about 50%) of prisoners are in the age range of 30 to 50 but there is a significant number (averaging 4%) aged over 60 with some over 70 years of age.

Typically, just under 10% of prisoners are non-British and are from a wide range of countries. Approximately 30% of prisoners are from Black, Asian & Multi-ethnic (BAME) backgrounds.

5.1.2 The Prison has been seen by the IMB to take a proactive and positive approach to ensuring the fair and reasonable treatment of all prisoners. It demonstrably seeks to identify and eliminate any discrimination, harassment or victimisation whilst advancing equality of opportunity. The multi-lingual Induction Booklets are a good example of how the Prison seeks to be inclusive and respectful. A further example is the set of 'Veterans in Custody' posters that are displayed in the First Night Centre. A wide range of special interest groups meet but the IMB believes that these could be better publicised and exploited to provide greater support and inclusivity for individual prisoners, particularly in the early stages of their sentences.

5.1.3 Personal Evacuation Plans (PEEPs) are regularly maintained and circulated. Nonetheless, the IMB is concerned at the Prison's ability to evacuate the increasing number of older and less than fully able prisoners in the event of an emergency and will be seeking reassurance on this through 2017, particularly in respect of an emergency out of core hours.

5.1.4 The Multi-Faith Centre is well equipped and well attended, particularly on a Friday afternoon. The Chaplaincy, representing all Faiths, is very visible

throughout the Prison and members are particularly evident in visiting and supporting those in the Segregation Unit.

5.1.5 All Discrimination Incident Reporting Forms (DIRFs) are scrutinised by a Panel chaired by the Governor or his Deputy with a broad cross section of representatives from inside the Prison and from the community. There has been appropriate follow up.

5.1.6 The kitchen provided appropriate food for specific occasions such as Christmas and Ramadan. Various activities to recognise religious and other events and special days were organised through the year which were generally well attended.

5.2 Healthcare including Mental Health

5.2.1 In its 2015 report the IMB expressed concern that the planned changeover of Healthcare Provider would lead to some disruption of services. In April 2016 the primary healthcare provider for both general and mental health services in HMP Leeds changed to CareUK. At the start of the new service in April 2016 the overall provision appeared to be really struggling with many Prisoners complaining directly to the IMB about the availability of Healthcare with, on occasions, disruption to prescribed courses of medication. On occasions, there were identified instances of a shortage of particular prescribed medication. There has been a steady improvement through the year but sometimes Prison Officers are not available to escort prisoners to their appointments in the local NHS hospitals. This threatens the on-going care of prisoners, causes difficulties at the hospital and has knock on effects for the routine medical care in the prison.

5.2.2 Further strain has been put on the healthcare services (internally and externally) this year by the number of emergency calls related to NPS. The problem became particularly acute in the third quarter of last year with up to fifteen “blue” (emergency ambulance) calls per day being made. As is reported elsewhere positive random Mandatory Drug Testing (MDT) within the prison (excluding NPS) rose to 12.3% in December 2016 representing a worrying increase if the trend continues.

5.2.3 On entering the prison the healthcare needs of all new prisoners are assessed in the First Night Centre by a nurse with about 50 per cent of these prisoners needing to be seen by a doctor. The outpatient treatment rooms, consulting rooms and waiting rooms were last refurbished in 2014 and remain in reasonable condition. The IMB has often found the waiting rooms however to be untidy and not as clean as they should be.

5.2.4 The Mental Health Unit is collocated with the Drug & Alcohol Recovery Service (DARS). The mental health outreach team remain active throughout the prison and are present at Good Order or Discipline (GOOD) – Rule 43 Reviews. Their contribution is very positive but at times they have experienced delays in getting extremely disturbed prisoners, who are beyond the ability of the in-house team to treat, into one of the national high security psychiatric units. This became particularly apparent this year when one highly disturbed and distressed prisoner was held for several weeks in the Segregation Unit while awaiting transfer to a Secure Hospital. The IMB is very concerned that such prisoners are being held in these conditions in terms of the wellbeing of the individual; the challenges for officers and impact on other prisoners. There have been several instances of prisoners with ongoing mental health challenges being returned apparently prematurely to the prison from secure units. The Board understands that resolution of these issues represent a national rather than a local issue.

5.2.5 The stated aim is to provide a similar standard of care and patient involvement as the NHS in the community:

5.2.5.1 The social care unit provides some enhanced health care inpatient facilities in a small number of individual rooms and it is very often full; prisoners requiring additional or specialist treatment are transferred to NHS secondary care facilities as required (with the previously noted requirement for an escort or bed-watch team). The IMB reported last year that there were plans for one prison officer to permanently be allocated to work in the healthcare residential unit. This is still not always the case but there is a core group of staff. The day room in the residential unit where activities such as yoga and education take place was refurbished in 2015 resulting in a good facility.

5.2.5.2 The social care service operates in a similar fashion to social care in the community where staff help prisoners who have difficulties with the activities of daily living for example, getting into and out of bed, washing, shaving, showering etc. This service is primarily focused on the social care residential unit but is available through the prison if required. It is anticipated that with the increasing number of elderly and vulnerable prisoners this service will be in greater demand in the future. The IMB is concerned at the Prison's ability to evacuate the increasing number of older and less than fully able prisoners in the event of an emergency and will be seeking reassurance on this through 2017.

5.2.5.3 The dental service within the prison had a major disruption this year when a component on the dental chair broke and it took over 2 months for a replacement to be acquired. The service has now however returned to normal and the IMB commends the efforts made by the Dentist and Team through this period.

5.3 Education, Learning & Skills

5.3.1 Learning and skills is a key area of the prison's work and in 2016 the improvement trajectory, noted last year, has continued. Attendance remains a key priority and continues to improve. A series of measures to tackle non-attendance have been introduced with strategies to reward good attendance such as extra visits to the gym being considered.

5.3.2 The education provider NOVUS works closely with prison staff. There appears now to be scope for extending this partnership work to other teams such as Offender Management. Overall the standard of delivery in classrooms has been seen to be high with very enthusiastic permanent staff. The IMB has found that the majority of prisoner feedback is good.

5.3.3 The library is a valuable prisoner resource. Following changes to the protocol for accompanying prisoners as part of the regime changes the number of visits has increased dramatically and there is a positive and enthusiastic atmosphere around work in this area. A piece of work to share information

around prisoners' reading ages is in progress and this will improve the choice on offer to prisoners.

5.4 Safer Custody

5.4.1 The IMB raised concerns in its 2015 Annual Report about Safer Custody. HM Prison Inspectorate (December 2015 Report) raised similar concerns. In the most recent Safer Custody Audit the rating was Amber/Green but the Risk Ratings for both Safety and Security in November 2016 were Red. In July 2016, the Equalities, Rights and Decency Group visited the Prison. Following this visit the Safer Custody Team was replaced and the Governor stated that Safer Custody has to be a priority.

5.4.2 The IMB remains concerned as relevant indicative data has been inconsistent and therefore hard to analyse internally and to benchmark against comparator prisons. Safer Custody meetings should normally be held monthly but a number of meetings were cancelled or postponed resulting in a lack of continuity and consistency.

5.4.3 Improvements have been made:

5.4.3.1 A Combined Action Plan was developed with an ongoing compliance list to allow progress to be monitored. Additional funding has been provided for safety improvements, including an additional Case Manager; the installation of window grilles and CCTV; the provision of distraction materials and improvements to the First Night Centre as well as the appointment of a Family Officer for the Jigsaw Centre.

5.4.3.2 An overarching Safeguarding Policy has now been developed and rolled out enabling Prison Officers to identify and support vulnerable individuals. A Safety Intervention Meeting (SIM) is held weekly. As an example, in November, 45 prisoners were discussed in terms of their behaviour, violence, isolation or other identified risks resulting in the development of personalised Structured Care Plans.

5.4.4 During the year, there were four self-inflicted deaths in custody and between 31 and 61 self-harm incidents per month. The most common instances

of self-harm were cuts (19 – 24 a month) and ligatures (8 – 27 a month). Each month 85 – 97 Assessment Care in Custody Teamwork (ACCT) files were opened with between 28 and 84 remaining open at the month ends. ACCT quality has been very variable but additional training has been introduced. Some 46 staff have completed this training and there has been a resultant quality improvement.

5.4.5 The Violence Reduction Tool enables staff to identify the location, timing and type of violent incidents occurring but the recorded data is inconsistent and incomplete. During November 2016, 116 violent incidents were recorded; These include assaults on staff by prisoners, alleged assaults by staff, assaults by prisoners on prisoners and drug related incidents. The data relating to the Use of Force is inconsistent and varies between 25 and 39 incidents a month. There were instances of violent and/or self-harm on almost every Daily Report through the year. There were 24 proven cases of assault against Prison Officers and staff brought before the External Adjudicator.

5.4.6 The IMB welcomes the actions of the Safer Custody Team. The consistent collation of relevant data with rigorous compliance checking against the Combined Action Plan would provide much greater reassurance and confidence in the effectiveness of the safety and security regime.

5.5 Segregation Unit, Care and Separation, Close Supervision

5.5.1 The Segregation Unit continues to be busy. It is staffed by two Senior Officers and 10 Officers and is overseen by a Custodial Manager and dedicated Governor. Prisoners are located in the Segregation Unit for many reasons including for their own safety. Other reasons are possession of contraband, assaults on both Staff and other prisoners and of late damage to prison property (ie smashing up and setting fire to cells).

5.5.2 The relationship between the Segregation Unit and IMB is extremely good. The IMB is notified regularly if there are any new additions to the unit, thus enabling the IMB to visit prisoners within the suggested 72 hours window to check the well-being of the prisoner. The IMB is informed when prisoners are transferred into and out of the Special Accommodation and when a prisoner

status is changed. The IMB meet regularly with the Segregation Unit Manager to discuss any concerns or complaints by prisoners and it monitors Adjudications and GOOD Reviews. An Independent Adjudicator attends the Segregation Unit monthly to hear cases particularly relating to crimes committed whilst in prison. The IMB have been observers at these Adjudication Hearings on a number of occasions. Some 2000 additional days in custody were awarded during the year together with financial and other sanctions. Proven offences included 41 cases of 'possession of a mobile phone' and 24 assaults on Prison Officers and other staff.

5.5.3 There are two "Special Accommodation" cells in addition, which are used when prisoners become particularly disruptive. These cells are used mainly to enable the prisoner to calm down but also to prevent prisoners from self-harming. Prisoners in these cells are checked regularly and are generally in them for only few hours.

5.5.4 Whilst statistics are produced every quarter the figures produced are not consistent due to the nature of the various offences committed. The breakdown of prisoners held in the Segregation by ethnicity generally follows the same ethnicity ratio as the prison. Data does not indicate that religious beliefs play any part of prisoners being held.

5.5.5 All prisoners are visited regularly by Healthcare and Chaplaincy with Governors making daily visits. On being admitted to the Unit all prisoners are seen by Healthcare and Risk Assessments are carried out.

5.5.6 The IMB is concerned that many prisoners in the Segregation Unit have mental health issues and require appropriate accommodation and treatment in specialised mental health facilities. As reported in the Healthcare section above, these prisoners are often retained in the Segregation Unit for extended periods of time whilst awaiting transfer. This is generally very unsatisfactory from every standpoint.

5.5.7 Overall, the IMB is satisfied that the appropriate processes and procedures have been followed correctly by the Segregation Unit, including during the course of some particularly challenging situations.

5.6 Purposeful Activity

5.6.1 The target for workshop attendances is 80% of the allocated slots and this was generally exceeded through the year but with some planned lapses (due to, for example, All Staff Briefings) and some consequential lapses (due to, for example, incidents or staff shortages). During the second half of 2016 attendance showed a steady improvement compared with 2015. There is not always sufficient work available in the workshops however and prisoners have been observed by the IMB to be unoccupied during scheduled workshops:

5.6.2 The most effective workshop is the recycling workshop which continues to increase its productivity with the hope of increasing revenue.

5.6.3 The printing workshop has been revamped but much of the equipment has required repair or replacement. The IT software is very old and is unlikely to be found outside of the prison environment. This workshop does provide prisoners with an opportunity of attaining National Vocational Qualifications (NVQs).

5.6.4 The workshops producing boxer shorts and breakfast packs are purposeful but continue to be short of materials on occasions and the equipment is not always fully serviceable. The standard of cleanliness in the breakfast pack workshop was criticised by external inspection

5.6.5 The workshop staff remain very positive and appear to cope well in difficult circumstances especially when there insufficient work to keep prisoners occupied.

5.6.6 Since June 2016 the prison has focused strongly on the performance data in and around activity allocation, attendance, education syllabus, industries and hours worked in industries. The prison needs to ensure that actual participation in all of the above is meaningful and purposeful rather than just using attendance metrics as the measure of success; This requires investment to provide prisoners with opportunity, motivation and genuine rehabilitative purpose.

5.7 Resettlement

5.7.1 The prison has developed an active resettlement programme to assist prisoners in preparing for release although the absence of any form of Release on Temporary Licence (ROTL) remains a concern. The IMB raised this and found that no prisoners had been assessed as meeting the current criteria for ROTL in 2016 and, it is understood, new policy guidelines are awaited. The resettlement programme is a multi-agency approach to assist prisoners by signposting them to the relevant agencies appropriate to their individual needs. There is a weekly resettlement market open to all prisoners and the IMB has noted positive attitude of prisoners in seeking support and information.

5.7.2 Catch 22, a national social business, work within the prison on offender management and resettlement. Catch 22 managers are based within the prison and they attend the resettlement market weekly. Through group and one to one work they assess the long-term needs of prisoners. Resettlement plans are created with prisoners to address their needs including education, training and employment, accommodation, health, finance and debt management. Catch 22 liaise with housing and employment partners to work with prisoners towards achieving a positive lifestyle on release.

5.7.3 The Department of Work and Pensions attends this weekly resettlement market and assists prisoners in applying for the relevant benefit entitlements. Job Centre + also attends the resettlement markets to assist prisoners in seeking employment.

5.7.4 Activities during 2016 include the Onside project course in conjunction with West Yorkshire Police, Leeds Rhinos Foundation and Tempus Novo. The prison has also worked with the Imagine Theatre Company, The Princes Trust and Leeds United. The Lord Mayor of Leeds visited in November 2016 and met with prisoners who described the education and training courses available to them.

5.7.5 Future plans, reviews and developments in the workshops such as the Fusion Kitchen aim to introduce new workshops which can mirror the external labour market. The Fusion Kitchen offers training in Asian cuisine with the hope that prisoners may work in local Asian outlets on release. Future developments also aim to provide links with external sponsorships for workshops, relevant

training, thus leading prisoners into employment on release. There have been such general discussions about expanding the range of work available to include more vocational skills based work/training, including kitchen fitting but the IMB is not aware of any firm plans to put this into effect in the short term. Overall, this is a disappointment for all concerned and is an area that merits investment to provide both consistent purposeful activity but also to help to prepare prisoners for release into the community.

5.8 Residential Services (Accommodation; Catering and Kitchen)

5.8.1 The lack of privacy and poor sanitary conditions associated with a largely unreconstructed Victorian era prison remain areas of very significant concern. This should not detract from the fact that the accommodation Wings are generally well run and all members of staff deserve credit for maintaining standards in an extremely challenging manpower climate. There is clear evidence of positive, proactive leadership in the management of the Wings and the strong emphasis placed on cleanliness has paid dividends although this remains a consistent challenge and standards slip from time to time.

5.8.2 With the prison running either at or near full capacity, the number of “out of action” cells requires careful monitoring and the IMB is pleased to note that effective liaison between staff and contractor has kept the numbers (estimated at an average of 6-7 per day) at an acceptable level. In some NPS related incidents, cells have been very badly damaged requiring considerable remedial work.

5.8.3 CCTV was installed in B and D Wings during the summer and the remaining 4 Wings will be similarly equipped by March 2017. Security grilles have been added to a large number of cell windows to counter attempts to bring in illicit goods. A number of the exercise machines in the gym were replaced during the latter part of the year.

5.8.4 A monthly Governor’s Forum offering prisoners the opportunity to raise issues of concern is welcomed by the IMB but the attendance of a broader representation of the prison population should be encouraged.

5.8.5 The introduction of a smoke free landing on A Wing has had only a limited uptake and the Prison Senior Management are aware that the enforcement of a smoke free prison at the end of 2017 will be a very challenging undertaking.

5.8.6 Wing washing machines and tumble dryers are ageing and difficult to maintain and a phased replacement of these items begins in 2017. The high incidence of damage to cell televisions and kettles remains an ongoing logistical challenge but supply is broadly keeping pace with demand. Shortages of the most basic items such as furniture, bedding, curtains, socks, towels, cleaning gear, toilet rolls and sanitary partitions were raised with the IMB on a regular basis and these shortages served to undermine much of the good work that was going on elsewhere to improve living conditions. The current supply arrangements are simply not working well.

5.8.7 For the majority of 2016, kitchen staff and the assigned workers struggled with the reduced facilities; adverse environmental conditions; broken equipment and the limited space of a temporary (portacabin) kitchen facility that was not physically attached to the main prison buildings. The IMB frequently saw and reported evidently poor standards of cleanliness and food hygiene practices. The numbers of prisoners assigned to work in the kitchen was consistently below the required number throughout the year due, reportedly, to delays in gaining individual clearances. It was particularly acute during the period of Ramadan.

5.8.8 Prisoners regularly complained to the IMB about the quality, variety and quantity of the food. Our observations were that these complaints were not always valid but there were occasions, especially at weekends, where standards clearly fell well below reasonable expectations. Even within the confines of a tight financial budget, there is real room for improvement in this area and the IMB hopes that the recent move into the newly refurbished kitchen will be the catalyst for consistently higher standards.

5.8.9 It should be noted that the frequently delayed completion of the kitchen refurbishment project was a cause of extreme frustration to the Prison especially with rental costs for the temporary kitchen running at £17,000 per week. It is

particularly concerning that the refurbishment project was so protracted and subject to multiple unforeseen delays and setbacks.

5.8.10 The NVQ cookery training for prisoners has not been delivered during the reporting period. The move to the newly refurbished kitchen is the ideal opportunity to rectify this.

SECTION 6

OTHER AREAS

6.1 Drug Strategy and Security

6.1.1 During the reporting year, the Heads of Security and Safer Custody left HMP Leeds; both their positions were filled by interim managers until permanent Governors took up post. Drug Strategy and Security Meetings were held regularly each month but both the attendance and the length of time some staff stayed in the Meetings varied. There are very good links between the prison and local police.

6.1.2 A Security Audit carried out in August resulted in a grading of Amber Green which was an improvement on the previous rating. Poor security in Visits was highlighted and the IMB is pleased to note that this is being addressed. An inspection by the Interception of Communications Commissioner's Office (IOCCO) carried out in December had many positive comments and provided the Governor with assurances regarding the Interception of Information.

6.1.3 As in previous years, a range of procedures is used to combat the constantly changing circumstances around drugs and mobile 'phones, and the prison benefits from the conscientious work of analysts who deal with approximately 720 Intelligence Reports each month.

6.1.4 There can be, however, a lack of consistency in documentation completion by prison staff, which has implications for statistical reliability. The IMB is concerned about this and the level of coordination between Security, Safer Custody and Residences, but notes that there are plans to make a number of

procedures more effective, for example the use of Closed Visits and formal validation and triangulation of data.

6.1.5 The DARS team have caseloads for approximately 35% of the prison population. Their work includes holding group sessions each month, running two week Inclusion Recovery Programmes and raising awareness of Steroids, NPS and alcohol in various venues in the prison including the Visitors' Centre. They have coped well with detailed officers not always being available to assist with the movement of prisoners and with NPS incidents causing frequent interruptions to the team's planned schedule. NPS testing commenced in November.

6.1.6 The MDT failure rate has risen during the latter months of the year and was 12.3% in December 2016 up from 10.8% in November. This increase is of real concern especially if the trend continues.

6.2 Reception and First Night Centre

6.2.1 The Reception Centre processed more than 1000 arrivals a month with the majority arriving after 3.00pm from local Courts. This causes a bottleneck later in the day and frequently results in Reception Staff having to work an extended shift. Relationships with GeoAmey appear to work well but there have been occasions of very late arrivals. In turn this presented challenges to both the officer's rotas but also in the ability to provide newly arrived prisoners with a reasonable hot meal at the end of what has often been a very long and stressful day.

6.2.2 A new purpose built replacement Reception Centre is to be commenced in 2017.

6.2.3 The First Night Centre (FNC) is regularly overstretched due to a number of factors; These include the need to accommodate some prisoners from other areas of the prison that are full (including the Vulnerable Prisoner and Healthcare Wings as well as the Segregation Unit and some prisoners refusing to share a cell). This resulted in some new arrivals having to be put directly into a Wing and so missing the checks; initial support; assessments and induction provided in the FNC.

6.2.4 Prisoners are at their most vulnerable and at their highest risk of self-harm on first arrival especially if it is their first experience of detention. A prompt and thorough Cell Sharing Risk Assessment (CSRA) is essential to minimise these risks but they are not always completed on Day 2 as required. There have been examples of a gap of 15 days between an initial assessment and the Police National Computer (PNC) intelligence becoming available to complete a CSRA.

6.2.5 A new Induction Programme has been developed spread over 2 or 3 days and delivered by the FNC Cleaners. This revised programme allows prisoners time to absorb the information and there is an accompanying booklet (available in multiple languages).

6.2.6 £25K has been ring-fenced to refurbish the FNC entrance. This is welcome but the remainder of the FNC and the cells in particular are in a relatively poor condition.

6.3 Visits and Visitors Centre

6.3.1 During 2016, 30,558 adult visits, 6,232 child visits and 4850 legal visits took place. Special visits including family visits for prisoners with enhanced status were arranged with help from the Jigsaw Centre. Feedback from visitors has been positive.

6.3.2 The smuggling of contraband, including drugs and mobile phones via visits has been detected. The prison continues to work with the police to improve the detection rate.

6.3.3 Booking visits is normally arranged using the on-line booking system however it is also possible to telephone the prison to arrange a visit. The IMB has monitored this system and noted that the telephone line used is the general prison line which is often engaged. Potential visitors can be waiting for more than 30 minutes on the telephone when attempting to book a visit. On occasion visitors have to be refused entry to visits despite full security clearance and pre-arranged booking for operational reasons. This creates obvious frustrations for prisoners and for their visitors.

SECTION 7

The Work of the Independent Monitoring Board

7.1 The Leeds IMB comprised 11 Members at the end of 2016, all of whom are unpaid volunteers from the local area. Five new members joined the Board during the year following a successful recruitment campaign in 2015. Five members left the Board during the year both for personal reasons and at the end of tenure. A further recruitment campaign was undertaken in late 2016 with 2 new Members due to commence duty in 2017 and a further campaign will be run in mid-2017. Following the standard national process, elections were held for the posts of Chair; Vice-Chair and Board Development Officer towards the end of the year. The Board has been well supported by a part-time Clerk provided by the Prison.

7.2 The Board values its independence and is grateful for the support given to it by the Prison; the IMB Secretariat and by the National Council to enable it to carry out its duties. The IMB Chair met with the Prisons' Minister during a routine visit to the Prison in November and expressed the ongoing concerns of the Board about the key concerns raised earlier in this report.

7.3 Members have attended local and national induction training. Some Members also carried out a liaison visit to HMP Wetherby as part of Board development activity and a visit from Members of the HMP Wealstun IMB was hosted.

7.4 The Board met monthly to review its activities, to discuss any identified issues and to consider examples of good practice. The No 1 Governor, or his nominated Deputy, attended a part of each meeting to brief the Board and to answer questions. A number of other Governors attended on occasion to provide specific briefings.

7.5 The Board has allocated areas of Special Responsibility to individual members who monitor developments in these areas more closely, including attending formal meetings and events, such as Resettlement Fairs, where appropriate.

7.6 Members visited the Prison each week to carry out structured monitoring of all areas in line with a defined rota, including on some weekends. The Board paid particular attention to its responsibilities in seeing prisoners moved to the Segregation Unit and for their GOOD Reviews. It also used every opportunity to talk

to prisoners individually and collectively in all parts of the Prison. The Board was regularly notified of serious incidents as they occurred.

7.7 Written Applications from Prisoners were collected at least weekly and processed promptly. Healthcare Applications are not seen or handled by the IMB. Applications to the IMB are monitored for trends seeking to identify recurring or emerging common issues. Overall there was a 10% reduction in the number of Applications compared to the previous year. The IMB attributes the reduction to an improved and more rigorous approach to Complaints handling by the Prison itself following representations made by the IMB.

7.8 Board and Application statistics are at Appendices A and B respectively.

Appendix A: IMB Leeds Statistics - 2016

Appendix B: IMB Leeds - Application Statistics - 2016

Appendix A: IMB Leeds Statistics - 2016

The IMB maintained a structured visits rota to ensure the effective monitoring of all areas of activities as well as being able to respond to any Serious Incidents.

The recorded statistics for the Board are:

Board Statistics	2013	2014	2015	2016
Recommended Complement of Members	20	20	20	20
Number of Members (Start of year)	11	11	9	11
Number of Members (End of Year)	12	9	12	11
Number of New Members Joining in the year	3	2	3	5
Number of Members Leaving in the year	2	4	0	5
Number of Attendances (meetings other than Board Meetings)	48	35	24	39
Total Number of Visits to Prison (Including all meetings)	459	343	385	421
Total number of Applications received	242	252	203	183

Appendix B: IMB Leads - Application Statistics 2016

Code	Code	Subject	2015 Totals	By Code	2016 Total	By Code	% Inc/Dec
A Accommodation	A1	Cell quality	5	8	9	11	37%
	A2	Wing/cell allocation	3		2		
B Adjudications and Segregation	B1	Adjudications - Internal	6	6	3	3	-50%
	B2	Adjudications - External					
	B3	Rule 45/49 segregation					
C Diversity	C1	Racial Issues referred to prison	1	1	1	3	200%
	C2	Racial Issues not referred to staff			2		
	C3	Other diversity issues eg. Disability					
D E/T/E and Regimes	D1	Education/Employment	3	6	5	10	66%
	D2	IEP	3		5		
E Family/Visits	E1	Visits	10	14	6	12	-14%
	E2	Resettlement issues			3		
	E3	Mail/Pin			4		
F Food/Kitchen related		Food/kitchen issues	6	6	2	2	-66%
G Health Related		Health issues	30	30	25	25	-16%
H Property	H1	Property related to previous prison/IRC	25	54	10	40	-25%
	H2	Property related to current prison/IRC	26		25		
	H3	Canteen/Argos/Facilities list	3		5		
I Sentence related	I1	Basic Sentence (inc. remand time)	9	13	7	11	-15%
	I2	HDC	2		1		
	I3	Immigration/Deportation					
	I4	Categorisation	2		2		
	I5	Police Days					
	I6	ROTL					
	I7	Parole Board			1		
J Staff/Prisoner/detainee related	J1	Apps about staff	24	25	16	23	-8%
	J2	Apps about prisoners/detainees	1		6		
	J3	Apps from staff			1		
K Transfers		Transfers	12	12	8	8	-33%
L Miscellaneous		Miscellaneous	16	16	22	22	37.50%
M Applications	N1	Not followed application procedure	12	12	13	13	8%
	N2	Those deemed not be an IMB matter					
Totals			203		183		-9.90%