



**Annual Report**  
of the  
**Independent Monitoring Board**  
at  
**HMP Garth**

for reporting year  
**1 December 2015 to 30 November 2016**

**Published**  
**August 2017**



*Monitoring fairness and respect for people in custody*

## **SECTION 1**

### **Statutory Role of the IMB**

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

The Board is specifically charged to:

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

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

## **SECTION 2**

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## **SECTION 3**

### **Description of the Prison**

- 3.1** HMP Garth is a Category B Training Prison. It opened in 1988 and holds long-term and life sentenced prisoners, together with IPP prisoners. E Wing, opened in 1997, houses a therapeutic community, run in conjunction with the drug service at Garth is delivered by 'Discover Drug & Alcohol Service'. They are a partnership between several agencies, primarily Greater Manchester West NHS, Mental Health Foundation Trust and Phoenix Futures.
- 3.2** The Beacon Unit, providing treatment for prisoners with profound personality disorders, became operational in March 2014. The Unit is jointly operated with the Mersey Care NHS trust.
- 3.3** In April 2014, F and G wings were re-rolled to accommodate some 200 category B sex offenders.
- 3.4** Healthcare continues to be delivered by the Lancashire Care NHS Trust on the basis of an annual service level agreement.
- 3.5** Education and Offender Learning and Skills Service (OLASS) is provided by Manchester College.
- 3.6** The Operational Capacity is 848. The Certified Normal Accommodation (C.N.A.) is 810. The number held at the time of the report was 765. Of these, 36.4% are serving a life sentence and a further 25.2 % are serving an ISPP.

## **SECTION 4**

### **Executive Summary**

**4.1 Synthetic Psychoactive Substances** – The Board is seriously concerned at the dramatic increase in the use of psychoactive substances throughout the establishment. The men who ingest them lose all control & are extremely difficult to restrain. Prisoners seem oblivious to the danger they pose & they often try a new batch out on weaker prisoners - or those in debt – to assess the effect. There are a number of ways they enter the establishment such as:- (a) Visits; (b) Drone; (c) Letters/Cards which have been soaked in the liquid form; (d) Corrupt staff – whilst we are of the opinion that there are such staff, we don't consider there to be a large number. It also concerns us that the plan to ban smoking throughout the prison estate will only increase the use of such substances! (5.6.6; 6.1.2; 6.1.3; 6.1.5)

**4.2 Increase in violence** – The incidents of violence by prisoners on prisoners & prisoners on staff has increased. We consider that this increase in violence corresponds with the increase in psychoactive substances. This together with the reduction in age of the establishment's population and the sentences being served for crimes of violence is making HMP Garth a more dangerous place! Staff are also being subjected to increasing attacks by prisoners throwing faeces and urine at them. In April 2016 we wrote to the local Chief Constable, with copies to the Crown Prosecution Service and the Secretary of State for Justice amongst others, expressing our concerns about the high level of violence in the prison and highlighting the growing trend towards "Potting" staff and inmates. We sought to point out that all people are entitled to justice, whether in the community or in prison and that in our view it was not satisfactory to argue that there is little point in prosecuting people who are already serving sentences.

Prosecuting offenders in custody can have a number of effects. It can add to a sentence or have a bearing upon the eventual release of lifers and indeterminate sentence prisoners, and upon licence recalls. It also sends out a strong message to all prisoners.

We stated, and continue to stress, that the practice of potting is particularly odious and that it is potentially life threatening. Where someone is prosecuted for this offence, we suggest, the charge should be at the high end of the GBH spectrum and not at the common assault end.

We received a response from the Police Service recognising the strength of our argument and including an assurance that offences would be prosecuted. Unfortunately during the subsequent year the practice appears to have reverted to the previous unsatisfactory state.

This Board requests, in the strongest possible terms, that the need to prosecute prisoners who commit acts of violence, including potting, and indeed other offences involving aggressive behaviour, dishonesty and drug usage should be recognised at the highest level and that the Police and CPS should address these issues seriously and consistently.

We know that we are not the only Board that is concerned about these issues. We are raising issues that affect all prisons. We urge that immediate and effective action be taken and that a determination to address these matters be communicated to the general public.

In last year's report, we suggested that a patrol dog would be a most effective way of defusing potentially dangerous situations as prisoners respond immediately to barking! Can this please be given serious consideration? (5.6.3; 5.6.4; 5.6.6; 5.6.7; 5.6.8; 5.6.9:)

**4.3 Personal officers/key workers** - This Board firmly believes that all staff should engage effectively with prisoners in terms of offering advice, information and support but regrettably, as the number of applications the Board answers shows, a culture of work avoidance among many staff persists. It is true to say that the Personal Officer Scheme, which was first introduced in the mid-1970s, was never uniformly successful but it has always been a necessary part of the prisoner management structure. As a result of Benchmarking this scheme was formally abandoned. However some officers have continued to work as personal officers and their effectiveness has confirmed the urgent need to restore the scheme. It is understood that this has been recognised at national level and that under a different name, possible "key worker", it may be reintroduced. We strongly support this. Even at a time when staff shortages persist there is no reason why each officer cannot manage and regularly support a small caseload of, perhaps, six prisoners. (5.5.1; 5.5.2; 5.5.3; 5.5.4; 5.5.5; 5.5.6; 5.5.7).

**4.4 Offender Management** - It is critically important that the Offender Management Unit (OMU) is adequately staffed and resourced because it lies at the centre of sentence planning, parole preparation and prisoner movement within the system. Staff reductions caused by Benchmarking have had a seriously detrimental effect upon the Unit. These effects have been reduced to some extent but prisoner complaints that they do not know who their offender supervisor is and that they do not receive adequate support persist.

This Board, in support of the governor, raised the issue of returning permanent SOs to residential units. This was achieved with the result that wing management has been improved and there has been a reduction in the redeployment of band 4 offender supervisors.

The seconded probation officers are playing a full part in the work of the unit. It has been suggested that the number of seconded officers may be increased. This Board would support this because redeployment would be further reduced and the quality of work with high risk offenders would be enhanced.

Throughout this reporting year staff morale has improved in many respects as more imaginative programmes, such as the Residential Support Unit, have been put in place. Such developments are to be encouraged but they inevitably need extra resources to be found. Transfer of good and experienced staff to specialist units benefits the recipient units but can starve other units of those staff members.

There continue to be problems relating to prisoners who feel that they are located too far from their home areas. They can be disruptive within the regime of this prison and further action

needs to be taken at national level to ensure that the maximum number of prisoners are located as close as possible to their home areas. (5.5.1; 5.5.2; 5.5.3; 5.5.4; 5.5.5; 5.5.6; 5.5.7)

**4.5 Segregation Issues** – The Board feel the following issues need addressing as a matter of urgency:-

- (a) Staffing levels need to be increased in this unit to enable such complex prisoners to be managed safely;
- (b) The Board is still concerned at the lack of toilet/changing facilities for female staff. After staff assaults female staff need to be able to retain their decency whilst showering & changing;
- (c) The use of the intended gym space for a mental health/doctor/ACCT consultation room is welcomed;
- (d) The Board is of the opinion that the deployment of the unit SO to attend daily adjudications – from all the establishment - impacts greatly on her main function of managing the unit;
- (e) The unit is nearly always at capacity ie; 28. The Board feels that this has resulted in a threatening environment with regular staff assaults.

## **SECTION 5**

### **Statutory Reporting Areas**

#### **Section 5.1 - Equality and Inclusion**

- 5.1.1** The Diversity and Equality Committee is now known as the Equality Action Team (EAT) which meets quarterly and comprises of :- (a) Members of the SMT one of whom has responsibility for this area; (b) The Chaplain/Iman/other Faith reps; (c) Prisoner representatives – two from each wing; (d) Representatives from the clerical and professional staff; & (e) Member of the IMB:
- 5.1.2** Prisoner Reps meet once a month to talk informally with the Equalities office with an IMB member in attendance, about issues which should be raised and twelve representatives in total brought from every wing attends this meeting.
- 5.1.3** A newly appointed regular quarterly DIRF sub-group has been set up to look at the DIRF submissions and discuss whether these have been answered within time and in an appropriate/correct manner.
- 5.1.4** One of the main issues considered during the 2015/16 was the question of providing Older Prisoners with appropriate opportunities to make links with outside organisations such as the ‘University of the Third Age’ as an additional support network.
- 5.1.5** The Board feel that much greater importance is being shown towards Equality and Diversity issues now that there is a named Officer and senior Governor overseeing these issues. Also the Governing Governor attends each meeting.

#### **Section 5.2 - Education, Learning and Skills**

- 5.2.1** During this year, the Education Department has continued to be affected by reduced resources which has resulted in a number of closed classrooms
- 5.2.2** Courses currently being offered include: -
- Functional Skills – English and Maths at Entry, L1 and L2
  - IT – Entry Level
  - Personal and Social Development – Peer Mentoring and City and Guilds Employability and personal and social Development
  - Art – various subjects and levels from Entry to Level 3 I
  - VT – Catering and Hospitality and Industrial Cleaning Services (including Bio Hazard City and Guilds 7139)

- Distance Learning – Good support is provided to learners studying at Level 2 to Degree level

**5.2.3** There is an established Virtual Campus in use with 50 hybrid machines and 10 stand alone VC units promoting independent learning, this is available for partnership agencies and HMP staff.

**5.2.4** Distance Learning opportunities are available with dedicated links to the OU.

**5.2.5** The service is provided by “Novas”, the justice arm of Manchester College. This funding is divided between ‘Cat B’ and ‘Cat C’ prisons and the former can be disadvantaged as ‘CAT B’ sentences are by their nature much longer, meaning the available funds are insufficient.

### **Section 5.3 - Health Care**

**5.3.1** In last year’s Annual Report we drew attention to the unsatisfactory situation relating to missed prisoner hospital appointments, when for understandable operational reasons; the establishment were unable to provide escorts. We are pleased to note, that whilst this situation is not completely resolved, it has been greatly improved by the attendance at the establishment of a Medical Mobile Unit which is used for CT Scans/X Rays/MRI Scans and Ultra Sound appointments. This has led to much improved communications between Healthcare and Operational staff.

**5.3.2** Waiting times for Healthcare treatment continue to be monitored. The Board is pleased to note that extra G.P. Sessions are now in place and waiting times have reduced to 3 weeks from 4/5 weeks.

**5.3.3** The Board was concerned at the number of DNA’s recorded by Healthcare (including Dentistry) in relation to prisoners not attending for their appointments. This is considered particularly unacceptable. An issue at wing level was identified re: the late delivery of appointment slips to prisoners. It has now been decided that appointment slips will be routed through the PID, which should result in fewer DNA instances.

**5.3.4** In September 2016 a Thematic Review was undertaken regarding the provision of Mental Health Care at HMP Garth, to form the basis of the Boards understanding of this challenging area.

**5.3.5** Following a tender exercise, we understand that there are to be changes in the supplier of Healthcare Services to the establishment in the near future.

## **SECTION 5.4 – Purposeful Activity**

**5.4.1** At the time of writing the role of the prison stood at 843 with 550 regularly engaged in purposeful activities. 75 were exempt due to medical issues and being located in the Beacon Unit.

**5.4.2** The prison has 12 workshops, several of which are under-used because of a shortage of contracts.

**5.4.3** The more effective workshops are:- (a) Textiles, which employs 54 prisoners making prison clothing for Garth and other establishments; (b) Braille, which employs 12 prisoners producing high grade translations of a range of books into Braille script for use in both this country and abroad; (c) Community Workshop, which employs 13 prisoners renovating wheelchairs and bicycles which are sent off to charities for their use; (d) Gardens Department, which employs 20 prisoners who maintain the grounds and grow both ornamental plants together with fruit & vegetables. There are also 2 food digesters which convert waste food into fertilizer; (e) Kitchens, which employs 40 prisoners, some of whom are engaged in NVQ courses.

**5.4.4** It is of note that the Education Department & Kitchen manager have recently taken over the running of the Staff Mess, now renamed 'The Pantry'. This enables the men to obtain NVQ's in food preparation, delivery and customer service and that there has been a consequent improvement in the quality of the food provided.

**5.4.5** A large proportion of the work carried out by prisoners is of a menial or unskilled nature, requiring little or no training, but it does keep the prisoners active.

**5.4.6** Work undertaken in both the Braille & Community workshops is extremely rewarding – prisoners are proud that their efforts are benefitting society.

**5.4.7** Strenuous efforts are being made to attract more contracts but this is proving difficult in the present financial climate.

**5.4.8** The Board feels that there needs to be greater emphasis placed on additional funding for vocational courses such as painting and decorating. Although Garth has many prisoners serving long sentences they still need to develop new skills which will increase their employability for the eventual time when they are released.

## **SECTION 5.5 – Resettlement**

**5.5.1** Whilst it is accepted and agreed that all staff should engage positively and constructively with prisoners at all opportunities it is clear that the Offender Management Unit plays a major role in terms of liaison with the Probation Service, Sentence Planning and offering advice and support to prisoners. The department can

only work effectively if its role is recognised and if its staff are allowed time and space to perform their duties as they should. Since the introduction of the Benchmarking arrangements, this has **NOT** been the case because whilst the number of offender supervisors (Band 4 prison officers) has been increased they have all too frequently been redeployed to other duties and, therefore, the effectiveness of the department has been reduced despite the best efforts of its management and staff.

- 5.5.2** Until recently the department should have had 18 Band 4's but three were 'acting up' to custodial manager (CM) with others performing senior officer (SO) duties around the prison. When the Business Management Group visited the prison recently to address benchmarking related issues these staffing problems were brought to their attention by 'Senior Management Team' and in a letter sent by this Board to the Secretary of 'State For Justice'. One of the outcomes was that it was agreed that permanent SO's should be redeployed to residential units and it is gratifying to note that that change has now been made. This should mean that fewer offender supervisors should now be called upon to fill other duties. However it is going to take time for all of the residual problems to be ironed out. When these problems are resolved it is envisaged that the department will be staffed by 10 permanent Band 4's, possibly with support from others, and the department will then have a manageable workload which should mean a better service can be offered. While the department has been experiencing difficulties in recent times it is felt that a good and determined spirit has prevailed and this bodes well for the future.
- 5.5.3** The department has three full time and two half time seconded probation officers whose contributions are valued and who work largely with high risk offenders.
- 5.5.4** It should not be thought that the Board believes that all of the problems recognised are consequences of staffing problems alone. We recognise, and management agree, that many aspects of offender management need to be addressed but this has been difficult because of the problems related above. Throughout the prison staff morale has been low because of the cut backs and the related disciplinary problems displayed by increasing numbers of prisoners during the last two years or so. However since the arrival of the new governor in September 2015 there has been a significant improvement towards a more positive approach and this is observable throughout the prison, including the Offender Management Unit.
- 5.5.5** The whole prison service has faced endless change over approximately the last 30 years. Much of it has been beneficial but just as much as not. .However a result has been that staff do not feel valued and therefore are less willing to make the efforts required to meet targets and demands. The service needs a period of stability over at least a five year period during which it can assimilate the changes that have been introduced without the threat of further disruption. Only when this is allowed will staff begin to fully engage.

- 5.5.6** The Board has previously commented on the relatively high numbers of Cat C, and even 'Cat D', prisoners being held in HMP Garth. This has largely been resolved. However there are currently around 110 re-categorisations outstanding because of the above mentioned staffing problems.
- 5.5.7** There are also large numbers of outstanding OASys reviews. This is mainly because these assessments are not being carried out efficiently by local prisons and the probation service (NPS), who are responsible for prisoners deemed to be high risk. Inevitably this large number of outstanding reviews imposes an extra burden upon staff of the OMU who are required to make good the deficit. No doubt local prisons and the NPS would say that they would complete the assessments if they had the staff and resources to do so, but that does not help Garth's situation.
- 5.5.8** HMP Garth continues to experience problems with the large number of prisoners who are a long distance from their home areas and who apply for transfers. It is understood that an additional 'Cat B' training prison is to be established but it is not known when, or where, it will be. In the meantime this issue places additional strain upon the resources of the OMU as well as other departments in the prison.

## **SECTION 5.6 – Safer Custody**

- 5.6.1** Garth has a complex & challenging population who present significant risks across many areas, including risk of harm to themselves & others.
- 5.6.2** Of the population, which at the time of writing this report was 845, approximately one quarter were category B sex offenders, 48 resident on the personality disorder unit, plus 85 men under threat on the 'Residential Support Unit'.
- 5.6.3** Over 61% of the population at Garth have been convicted of violent offences against a national average of 34%.
- 5.6.4** Sentences – (a) 3 years to less than 4 years = 2; (b) 4 years to less than 10 years = 134; (c) 10 years or more excluding life sentence = 432; & (d) Life = 282:
- 5.6.5** Age – (a) Under 21 = 0.1%; (b) 21 to 39 = 26.9%; (c) 30 to 39 = 33.3%; (d) 40 to 49 = 19.5%; (e) 50 to 59 = 13.1%; (f) 60 to 69 = 5.2%; (g) 70+ = 16%:
- 5.6.6** Substance misuse is creating an environment which regularly compromises the safety of both prisoners & staff.
- 5.6.7** Prisoner on prisoner assaults have increased by 85% over the past 3 years, with serious assaults – including those using an extreme degree of violence – up by 115%.
- 5.6.8** (a) Staff Assaults = 50 of these, 10 were of a serious nature; (b) Prisoner on

Prisoner Assaults = 113 of these, 22 were of a serious nature.

**5.6.9** USE OF FORCE - There has undoubtedly been an increase in violent behaviour in the prison in recent times. This may be attributed to numerous factors such as regime changes and staff reductions caused by Benchmarking, by the increase usage of NPS and its side effects such as bullying, and by the perception of weakness in the regime by many prisoners. During the last four calendar years recorded usages of force have increased as follows:- 2012 – 54; 2013 – 56; 2014 – 104; 2015 – 194:

## **SECTION 5.7 – Segregation**

**5.7.1** The Governor had a bid to upgrade the fabric approved & work commenced in the spring. The floor was replaced & this is a big improvement for both staff & prisoners alike.

**5.7.2** The Governor has now employed two cleaners & a painter from the unit, all three work hard to keep the unit clean & tidy.

**5.7.3** A new 'Residential Support Unit' has been established which means that there are now very few prisoners segregated under 'Rule 45A'. The majority of the prisoners segregated are there for violent offences against other prisoners & staff.

**5.7.4** Whilst occupancy of the unit is always 95+%, the new RSU has meant that most of the prisoners on the unit are there on 'Rule 45B', which necessarily means they the life of both prisoners & staff more bearable!

**5.7.5** The Governor obtained funding for a full-time unit clerk. This means the staff now have more time to spend working with the prisoners & running the unit.

**5.7.6** Segregation reviews are held each weekday morning & the Board has still managed to attend each review.

**5.7.7** The Custodial Manager has recently been appointed to HMP Berwyn which means that there is change yet again! The new Custodial Manager worked in the unit when he was a Senior Officer therefore he knows the unit well.

**5.7.8** A room which was originally intended to be kitted-out as a gym has been designate for mental health assessments, ACCT reviews & medical appointments. It has been redecorated & new furniture provided.

**5.7.9** We make no apology for reiterating the 19<sup>th</sup> century adoption of toilet/changing facilities. It surely is not proper for male & female staff to share this one facility!

- 5.7.10** With the unit working at such a high rate of occupancy & the prisoners being some of the most volatile & dangerous in the prison estate, staff are constantly at risk of assault. The Board recognises that the teamwork they display is of a high quality!
- 5.7.11** As well as being at risk of violence, the staff have to be alert to the constant threat of 'potting' & it is amazing that Lancashire Constabulary never seem to take this as a serious assault! Their response is 'it isn't in the public interest to pursue the matter through prosecution'. The Board feel that this is unworthy of them & would like a more appropriate solution!

### **SECTION 5.8- Residential Services (includes Accommodation, Catering, Kitchen and Chaplaincy)**

- 5.8.1** Kitchens and Food continue to be an area of excellence at HMP Garth. This opinion is supported by the following external awards current in this reporting year:- (a) Level 5 Environmental Health Food and Premises Award; & (b) Gold Award from Chorley Council (selection of food and clarity of description and display:
- 5.8.2** As a Board we monitor temperatures, presentation & quality of meals served throughout the establishment.
- 5.8.3** It is pleasing to be able to report on the **absence of any** prisoner applications to the IMB on the subject.
- 5.8.4** A recent change in food ordering to comply with an HMP requirement, has led to extensive work to reconfigure the existing internal system. The new system involves ordering food eight weeks in advance.
- 5.8.5** The daily frustration of equipment not being repaired or fitted in a reasonable time.
- 5.8.6** Progression for prisoners working in the Kitchen has been streamlined to link with NVQ's based on the provision of catering services for the staff canteen.
- 5.8.7** It is noted that in the last Chaplaincy and Compliance Audit (October 2015) a figure of 95% was achieved. The Board acknowledges this exceptional result and commends the Chaplaincy for its work within the establishment.
- 5.8.8** Examples of the work undertaken are:- (a) Sadly there have been five deaths in custody this reporting year, all subject to Ombudsman investigation. The Chaplaincy has a pastoral role, whatever the cause of death, when a death occurs in custody. This includes attending funerals, arranging memorial services for prisoners and families and liaising with the FLO to ensure that each situation is dealt with as sensitively and well as possible; (b) Members of the Chaplaincy team liaise with prisoners when

relatives are seriously ill, or have died, including the preparation of paperwork for them to visit relatives or attend funerals. They visit all prisoners on ACCT documents each week and attend Reviews whenever possible; (c) They play a major role in restorative justice & run both the SORI and Sycamore Tree courses; (d) They are actively involved in the Equality & Diversity work & have run joint services between main locations and Sex Offender wings at Eid, Divali and will do the same at Christmas. This will develop over the next eighteen months as further acts of worship are integrated across the faith groups; (e) The Chaplaincy has started the ground work to open the 'Pre-Loved Store' which will supply items of clothing etc. to prisoners who have no-one on the outside who is able to arrange for these items to be sent into the prison. The Chaplains are also starting to work with the charity 'Out There' – this will lend support to the families of prisoners with their various issues of isolation etc. Chaplaincy has run again the Angel Tree initiative that sends gifts to the children on behalf of the prisoners.

**5.8.9** The Governor opened up a new wing for the support of prisoners under threat or in debt – this is known as the 'Residential Support Unit' & has considerably reduced our reviews.

**5.8.10** The 'Personality Disorder Unit' is now functioning really well! The following needs to be reported:- (a) Eight men completed a first aid course; (b) Nearly £50 has been raised by sending used postage stamps to the PDSA animal charity; (c) A sponsored football match between the unit & TC raised £200+ for Derian House children's hospice; (d) Four men are now undertaking a 'City & Guilds' level 2 in industrial cleaning; (e) The men on the unit make & sell greetings cards to both other prisoners & staff – all profits to the 'Samaritans'; (f) One man has raised £740 for a children's hospital in Sheffield; (g) More men are now employed having completed core therapies & interventions:

## **SECTION 6 - Other Areas of the Prison Regime**

### **6.1 - Security**

- 6.1.1** The Security Governor has been acting Deputy for most of the reporting year & the OMU Governor has covered Security & Intelligence.
- 6.1.2** In the light of the increase in finds of illicit items, the Governor has put in a request for a dedicated drugs dog. She is hopeful that this will be granted as Garth is probably going to become part of the 'long-term High Security Estate'.
- 6.1.3** In our last report we highlighted the need to improve the physical security of the extensive exterior grounds by planting shrubs to deter the throwing of drugs and mobile phones over the wall. The area has now been planted however it is not yet established.
- 6.1.4** It would appear that as Garth is currently a 'CAT B' training prison the opportunities to employ patrol doge is limited as this resource is spread thinly due to a demand on their time by all prisons in the region.
- 6.1.5** Last year we expressed concern about the increase in the use of NPS throughout the establishment. Garth has embraced the NPS strategy and there is a pilot scheme for testing prisoners through the MDT process who have NPS in their urine, during the pilot scheme the positive results do not count towards the MDT target.

## **SECTION 7 The Work of the Independent Monitoring Board**

### **SECTION 7.1**

**7.1.1** The mandatory reporting areas have been monitored on a weekly basis as part of the Board's rota protocol. The protocol also ensures that all other areas of the prison are monitored with sufficient frequency to enable accurate reporting.

**7.1.2** All members of the Board completed the ATPR questionnaire. The results were reviewed by the Board at its November meeting. On the basis of the review findings a detailed action plan was agreed to develop best practice in areas requiring development. The outcomes will be implemented during 2017.

**7.1.3** The total number of applications received within the reporting year was 501 compared with 505 in the previous year. As reported last year, many of these applications have involved far more complex issues than previously and have consequently been more time consuming.

### **SECTION 7.2**

**7.2.1** As the annual conference was held in London for what was 'part of a day' the Board felt it wasn't worth the effort or expense of attending.

### **SECTION 7.3**

**7.3.1.** Unfortunately the clerking arrangements have reverted to type!

<b>BOARD STATISTICS</b>	
Recommended complement of members	20
Number of Board members at the start of the reporting period	9
Number of Board members at the end of the reporting period	9
Number of new members joining within the reporting period	1
Number of members leaving within the reporting period	0
Total number of meetings within the reporting period	12
Total number of visits to the Establishment	634
Total number of segregation reviews held	763
Total number of segregation reviews attended	763
Date of Annual Team Performance Review	Not Completed

### The Work of the Independent Monitoring Board

Code	Subject	YEAR 2014 / 2015	%	Code	Subject  <i>N. Changed categories for 2014</i>	YEAR 2015 / 2016	%
A	Accommodation	11	2.95	A	Accommodation	10	2,47
B	Adjudications	3	0.80	B	Adjudications	1	0.25
C	Diversity related	3	0.80	C	Equality & Diversity	1	0.25
D	Education/ employment /training	14	3.76	D	Education/ employment /training	14	3.45
E1	Family/visits	29	7.79	E1	Family/visits Incl mail and phone	23	5.68
E2	Finance/Pay	6	1.61	E2	Finance/Pay	10	2.47
F	Food/kitchen related	10	2.68	F	Food/kitchen related	6	1.48
G	Health related	32	8.60	G	Health related	65	16.04
H 1	Property (within establishment)	50	13.44	H 1	Property (within establishment)	60	14.81
H2	Property (other establishments)	40	10.75	H2	Property (other establishments)	41	10.12
H3	Canteen/facilities	11	2.95	H3	Canteen/facilities	19	4.69
I	Sentence related	35	9.40	I	Sentence related	37	9.13

J	Staff/prisoner	54	14.51	J	Staff/prisoner	64	15.8
K	Transfers	46	9.10	K	Transfers	22	5.91
L	Miscellaneous	50	13.44	L	Miscellaneous	33	8.15
M	Staff	2	0.63	M	Staff	8	1.97
	<b>Total number of applications</b>	372			<b>Total number of applications</b>	405	
	<b>Of Total: number of Confidential access</b>	8			<b>Of Total: number of Confidential access</b>	11	

**SIGNED** FRANK HOLDEN (CHAIR)

**DATE** 14<sup>th</sup> July 2017

## **GLOSSARY**

ACCT	Assessment care in custody teamwork
BICS	British Institute of Cleaning Science
BME	Black, minority ethnic
CAB	Challenging anti-social behaviour
CAN	Certified normal accommodation
CJSM	Criminal justice secure mail
CSU	Care and Segregation Unit
DEAT	Diversity equality action team
DIRF	Diversity Incident reporting form
DNA	Did not attend
HMCIP	Her Majesty's Chief Inspector of Prisons
IEP	Incentives and earned privileges
IMB	Independent Monitoring Board
IRC	Immigration removal centre
IPP	Integrated planning process
LGBT	Lesbian, gay, bisexual & transgender
OASys	Offender assessment system
OCA	Observation, classification and allocation
OLASS	Offender learning and skills service
OGRS	Offender group reconviction scale
OMU	Offender Management Unit
PSI	Prison service instruction
PSO	Prison service order
SMARG	Segregation, Monitoring and Review Group
SMART	Systematic Monitoring and Analysing of Race Equality Treatment
SMS	Substance Misuse Service
SMT	Senior management team
SPO	Senior Probation Officer
TC	Therapeutic Community
VDT	Voluntary drugs test