



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

**HMP Kirkham**

for reporting Year  
January to December 2017

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*Monitoring fairness and respect for people in custody*

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## **A Sections 1 - 3**

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### **1 STATUTORY ROLE OF THE IMB**

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

The Board is specifically charged to:

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

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

## 2 EXECUTIVE SUMMARY

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### Main judgements

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2.1 This report presents the findings of the Independent Monitoring Board (IMB) at HMP Kirkham for the period 01/01/2017 – 31/12/2017. IMB evidence comes from observations and discussions on visits, scrutiny of available data, attendance at various meetings within the establishment and regular contact with both staff and prisoners.

2.2 It is the belief of the Board that prisoners at HMP Kirkham are treated both fairly and humanely. Living conditions are good but there have been problems with the heating and hot water supply to some of the billets over the reporting period. This has meant that some prisoners had to go to the gym or a different billet to shower. When all the infrastructure is working as designed, living accommodation is of a good standard. Most prisoners are in single billets and doubling up only happens occasionally on arrival at HMP Kirkham or if the establishment is operating at maximum capacity which is very rare.

2.3 The ongoing issues with the Amey contract have caused problems for both prisoners and staff throughout the year. Examples are:

- Hot water coming from the cold tap in one billet. A small replacement part was required but took up to 6 weeks to source and replace.
- Shower floors collapsing, taking a billet out of action while repair work was done. Even when the billet was handed back it had to be re-evacuated due to further flooding caused by poor finishing and connection of pipes.
- Boilers out of action regularly in the visits hall, various billets and office/work areas. For example no work was allowed in timbers for some weeks while the heating was out of order meaning work fell behind and prisoners were hanging around billets instead of being in meaningful employment.
- In the visits hall blower heaters had to be brought in to try and take the chill off the area before visitors arrived. The heaters had to be turned off during visits as they were unsafe with children running about.

2.4 Prisoners continue to raise concerns about their access to Release on Temporary Licence (ROTL). Although prisoners accept ROTL access is individual and depends on a number of factors pertinent to them they still compare themselves with other prisoners who they believe have the same circumstances. Staff try to manage expectations around access to ROTL, and some Offender Management Unit (OMU) staff visit sending establishments to try and explain the requirements and process for ROTL before prisoners arrive at Kirkham. Additionally weekly evening sessions are held at OMU where prisoners can go to ask questions about their access to any type of release.

2.5 This reporting period has seen an increase in absconds, especially over the summer period. Over a 3 month period from July to September, 13 prisoners absconded, a further 6 went in December and the overall total for 2017 was 21, as opposed to 11 in 2016. During the summer period the population rose quite quickly and steeply. The lowest population was 554 in April rising to 640 in August. A number of those who arrived at Kirkham were deemed to be unsuitable for life in a category D establishment, and over the 12 month

reporting period 289 prisoners were transferred back to closed establishments. An independent review of the summer absconds showed that Kirkham had taken as many precautions as possible to prevent absconds.

## **Main Areas for Development**

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### **TO THE MINISTER**

2.6 As a Board we understand the pressures on the Prison Service population but greater care needs to be taken in assessing prisoners who are suitable for transfer to a Category D establishment. At Kirkham a number of absconds have occurred due to unsuitability for an open prison. Robust multi-disciplinary risk management meetings are held almost daily on prisoners who appear to be having issues coping with life in an open prison. Most of these meetings result in a plan of action to try and keep that prisoner at Kirkham but sadly it is recognised that a number need to be transferred back to closed conditions.

2.7 As mobile phones and associated periphery are used as currency within prisons, it is essential that more detection and disablement systems are made available. The use of these phones leads to bullying and fear both within the establishment and in the outside community relevant to the prisoner.

### **TO THE PRISON SERVICE**

2.8 The facilities management is provided by Amey and this has proved to be problematic, especially in getting minor day to day maintenance work done. As a Board, members have been making checks especially on the billets, where there are regular problems with showers, toilets, heating and water. A number of incidents appear to be classed by Amey as “vandalism” and while the Board can accept that some will be, it seems a step too far that so many are classed as such. This needs to be fully investigated as the Board understands such classifications have contractual and financial implications. A number of short term fixes are done rather than stepping back and looking at the bigger picture. While it may be cheaper to do the short term quick fix it can potentially cost more in the long run with a larger piece of work being required.

2.9 There have been issues with the panels supporting the fire alarm system, which has meant a large number of alarms going off but not registering at control – fortunately these were all false alarms mainly tripped by the system. Because the system was so unreliable additional staff had to be rostered to cover fire patrols to ensure that any alarms sounding but not displaying at control were investigated. A number of billet evacuations have taken place where it was discovered that there was a system fault. The ramifications of alarms being ignored by prisoners is extremely concerning but, to some extent, understandable as they have on many occasions had to evacuate their billets only to find it was yet another false alarm.

2.10 The continued access to contraband, whether drugs or alcohol, is of concern to the Board. Although NPS does not appear to be a major player at Kirkham, prisoners are returning to original drugs of choice like cannabis and heroin. Random drug testing continues at the same rate but the number of either positive or suspicious results has risen

over the reporting period. It is important that the Prison Service tackles more robustly the drug culture within prisons.

## **TO THE GOVERNOR**

2.11 The Board did not receive many applications with regard to property either on transfer in or out of the establishment, so it appears that the process of dealing with prisoners' property is working well.

2.12 The Governor and his staff should be congratulated for keeping the establishment standards high despite the issues with getting maintenance works completed. They have also kept the prisoners safe by the introduction of additional fire patrols while the fire panel system was incorrectly reporting or not reporting at all when alarms were sounding.

## **Improvements**

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2.13 The Board is pleased that additional CCTV has been installed near to the Vehicle Testing Station. That area has been one of the parts of the establishment most used for drops from outside.

2.14 The Board is pleased that the Kirkham Voice initiative appears to be growing in strength and support. Prisoners who attend are happy to put forward issues on behalf of their group to the managers of the areas around the establishment. The meetings are not confrontational and a good atmosphere is maintained throughout. They are an opportunity to discuss observations/rumours and get a response directly from the head of area in question.

### 3 DESCRIPTION OF THE PRISON

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3.1 HMP Kirkham, a Category D Open Prison holding adult male convicted prisoners, is situated in North West England, 7 miles west of Preston and 12 miles east of Blackpool, it occupies the site of a former RAF technical training centre. The site was taken over by the Home Office in the early 1960s and has been in use as a prison since 1962. With few exceptions the infrastructure and services are World War II vintage, although prisoner accommodation is relatively new, having been redeveloped over the period 1990-1999, and some recent refurbishment has been carried out. An additional billet, refurbished in 2014, to provide adapted accommodation (suitable for but not exclusively for the disabled and elderly) has increased capacity to 657.

3.2 There are 26 billets, which provide in the main single occupancy basic living accommodation. Billet C2, brought into use in early 2015, does have some capacity for double occupancy although that is assessed based on medical needs. There is also an 80 bed Admissions Unit (double occupancy rooms), which has been adapted for all new arrivals. Once prisoners have completed the induction process, and been assigned to a workplace or education, they are moved onto the billets in the main area of the establishment, assuming that there are vacancies.

3.3 A number of old aircraft hangars have been in use as workshops. Some of these have become unsafe and need to be demolished. A recent bid for funding has been successful and will allow these unsafe areas to be demolished [and any dangerous substances correctly disposed of] and new areas built – it is hoped that work will start in early 2018 once contracts have been awarded.

3.4 There are a number of workshops on site run by outside agencies [Recycling Lives, Calpac, Bad Boy Barbers,] as well as in-house – e.g. timbers, bicycle repairs, farms & gardens. Education provision is by NOVUS, part of Manchester College. Courses run include literacy and numeracy as well as life style courses.

3.5 Healthcare has been provided by Spectrum since the beginning of April 2017. The process of change went very smoothly and staff are happy with their new identity. Unfortunately the substance misuse part of the outsourcing did not go as well, with Spectrum's partner, Lifeline, pulling out after a few months. Spectrum have since taken over the running of the area but it is too early as yet to see how well that will work.

## **B Evidence sections 4 – 11**

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### **4 SAFETY**

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4.1 Overall HMP Kirkham is a safe place for both prisoners and staff. There have been minimal issues of violence, with no issues reported of violence by prisoners on staff.

4.2 There is a team of 23 Listeners in place, trained by The Samaritans. They have reported an average of 40 contacts per month but no concerning issues raised.

4.3 In the reporting period a total of 18 ACCTs [Assessment Care and Custody Teamwork] have been raised, which is a large reduction on the number in 2016 when 38 were opened. Kirkham also has a support document which is used for prisoners who are having problems settling into an open environment and need some support and encouragement to settle in. 60 of those were raised this year, a reduction from 2016 when 87 were raised.

4.4 There does appear to be an increase in bullying and verbal threats, which are mainly attributed to debt and intimidation. Early staff intervention ensures this does not escalate to violence. Risk management meetings are called to discuss the perpetrators and, if it is felt that the risk imposed cannot be managed at Kirkham, arrangements are made to transfer the prisoner(s) involved back to closed conditions. During the reporting period 289 prisoners were transferred back to closed conditions for various reasons including bullying, mobile phones, drugs, alcohol and non-compliance with the regime.

4.5 The number of absconds has increased over the year and this is attributable to the high turnover of prisoners being sent to Kirkham, some of whom are unsuitable for open conditions. This has an unsettling impact on the stability of the prison population. There is a widely held perception that prisoners are 'shipped out' for the slightest misdemeanour. This is not the case but is part of the widely held folklore at Kirkham.

4.6 Early in the year there were 2 separate incidents where prisoners held in the Secure Holding Building (SHRAB) threatened or attempted self-harm when they were told they would be transferred to closed conditions, after risk management meetings. They were upset about the situation and in an attempt to have the decisions rescinded, one tried to use the shower curtain to make and use as a ligature. The other threatened to use his jacket to do the same. Staff quickly intervened in the shower curtain incident and a ligature knife was not required. No injuries were recorded as there was only minor bruising. ACCTs were opened for both prisoners prior to transfer and these documents transferred with them. Staff involved were offered support but this was not required.

4.7 A new managing chaplain started at the beginning of the reporting period and has introduced some programmes and activities to help prisoners pass some of their leisure time. A choir was set up with the help of external musicians to provide music at the annual carol service which was well received by all who attended. There are also plans to start the Sycamore Tree Victim Awareness course early in 2018 in the chapel.

## 5 EQUALITY AND FAIRNESS

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5.1 There are regular Diversity & Equality meetings chaired by the head of equalities or a nominated deputy. In the reporting period the number of Discrimination Reports (DIRFs) raised remained similar to 2016: 16 in 2017 against 14 in 2016. There were no obvious trends and the majority were prisoner complaints about prison staff.

5.2 Approximately 17% of the population is over 50, a small percentage of whom are 65+. Prisoners who have health or mobility issues are supported well by staff and other prisoners who regularly act in the role of unofficial carer.

5.3 There is a widely held perception that prisoners cannot complain without there being reprisals. They feel that this is a means of controlling the population and keeping them in their place, thereby making life easier for prison officers. There is also a view that applications are not dealt with in an equitable way and that there are delays in receiving a response, often leading to a further application needing to be raised. The IMB has raised these issues and asked if there is a Prisoner Charter in place which documents the process and what outcomes prisoners can expect. It has been recognized that this is a problem and measures will be put in place in 2018 to address this. The IMB feel that prisoners need some reassurance that they can complain without their being reprisals and have suggested that complaints data and reasons for transfers are published.

5.4 The Board regularly attends family days and family visits. Family days, organized by the Chaplaincy team, are held to coincide with school holidays and mid-terms so that all the family is able to attend. An area is set aside at both visits and family days as a play area with staff there to organize games and supervise play. Additionally there are refreshments available for the family to buy at visits. Visits tend to be close to full each session (Friday/Saturday/Sunday afternoons) but some prisoners who have recently arrived at the establishment miss out being able to book a visit due to capacity. Prisoners book visits well in advance and if for any reason they no longer need that visit they do not cancel them. The Board have highlighted this and a process for cancellations is currently being considered.

5.5 The 'Connect Grow Thrive' initiative which was started last year has been embedded and is producing excellent results. There are 3 coloured lanyards which reflect where prisoners are in their journey to release. Yellow = Connect, Orange = Grow and Green = Thrive. During 2017 there were 16 graduation ceremonies where prisoners received a certificate to mark their achievement. This is double the number held in 2016. The percentages of prisoners in each group are:

- Connect 45%
- Grow 15%
- Thrive 40%

5.6 The reasons for the low numbers in the middle group are under analysis but current thinking is that there is a degree of overlap between Connect and Grow which means that movement between these 2 groups is quite quick.

5.7 The Incentives and Earned Privileges scheme (IEP) is fair and effective, being used as a means to reward good behavior and as for wrongdoings.

## 6 SEGREGATION/CARE AND SEPARATION UNIT

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6.1 Kirkham does not have a segregation unit, instead there is a building designated as a Secure Holding Building (SHRAB) where prisoners are held awaiting transfer to closed establishments. Where possible, prisoners are only held there for up to 4 hours before transfer but occasionally it is necessary to hold a prisoner overnight for operational or safety reasons. The IMB is informed each time a prisoner is placed in SHRAB.

6.2 During 2017 there has been a 'revolving door' of prisoners at Kirkham and this is mainly due to the fact that more prisoners are being moved there from closed conditions on a daily basis. Many of them are deemed not suitable or not yet ready for open conditions. Prisoners are accepted into reception on a daily basis, inducted and placed with other prisoners in the billets. At HMP Kirkham there is a support document opened [ASP] on prisoners who find it difficult to cope moving to open conditions. This document ensures that staff are aware the prisoner may be having problems settling, it also ensures that at least daily one to one meetings are held with the prisoner to monitor progress. A huge amount of work goes into helping prisoners transition to open conditions, sadly some do not meet the demands expected of them. A survey was conducted in September 2017, which showed that prisoners being sent back to closed conditions were either involved with drugs or were non-compliant. This has a destabilising effect on the resident population and it is to the credit of prison officers that this behaviour is identified and dealt with professionally and with discretion.

6.3 During 2017 the SHRAB has received a makeover. Originally there were 4 traditional cells, but now only two remain. The others have been converted to informal holding cells which are carpeted and each hold a futon, bookshelves (with a supply of books), cushions and a wall mounted television. This is meant to provide a more humane experience for prisoners traumatised by the prospect of removal. The only drawback is that there are no toilets in these new cells and officers have to unlock prisoners to let them use the toilet.

## 7 ACCOMMODATION AND COMMUNICATION

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7.1 Accommodation in the prison is mainly in 26 cell accommodation blocks which were built during the Second World War. There is one large building which is made up of recycled prefabricated oil rig buildings. There is also a newer building which is used to accommodate older and infirm prisoners and a reception wing which is also relatively new.

7.2 During the reporting year there have been issues in getting essential repairs to heating and hot water systems and general maintenance completed in a timely manner. An example of this is when the farms and garden toilets were closed in December 2016 and it took over six months for a basic refurbishment to be completed. Issues have been escalated but there has been no improvement in delivery.

7.3 Prisoners in reception share a room but once admitted to the main areas most have single occupancy of a room. In general the buildings serve their purpose but they are shabby and in need of refurbishment to bring them up to current standards. In particular, in each billet there are two showers shared by 20 prisoners, which are in need of repair. They intermittently run hot and cold and shower curtains are poor where they are in place. Throughout autumn and winter the heating and hot water systems were not fully functioning for several months. Most of the time only a small component is required to fix the problem but there seem to be inordinately long delays in sourcing and replacing these items (which could be bought locally straight away and much cheaper).

7.4 There have also been issues with cleanliness in the billets and a new system is in place, where a billet representative and cleaner takes responsibility for each billet. They are empowered to report works issues and follow them up if they are not actioned.

7.5 Recently each billet has been given a dart board, coat rack, shelving and shoe racks to help keep them tidy. There are plans to provide new billet furniture which will be built on site during 2018.

7.6 The prisoner dining rooms have been given a fresh coat of paint, new floor covering, small café style tables, and large TV screens for digital content to publicise prison news and initiatives. There are large murals depicting the 'Connect, Thrive, Grow' ethos of the prison, painted by prisoners. Also there are numerous paintings displayed on the walls done by prisoners and paid for out of the kitchen budget. A number of prisoners have asked to purchase them. Unfortunately the prisoner who painted them has now left the establishment and with no one currently following in his footsteps they are not likely to be replaced, or added to, in the near future, so they will stay where they are.

7.7 A monthly forum has been set up – 'Kirkham Voice' - which is a free and frank open discussion of prison issues. It is attended by the Senior Management Team and prisoner representatives. The meeting minutes are made available for all and prisoners are free to ask for items to be put on the agenda.

7.8 Staff and prisoners in the library produce a monthly booklet – ‘The Kirkham Chronicle’ which provides up to date staffing information, answers to governors’ questions, hot topics, quizzes, etc. .

7.9 Stores, which is staffed by Amey, were experiencing problems with supplies on a weekly basis during the first half of the year. At the end of most weeks there were insufficient towels, tee shirts, vests and protective footwear. On one Friday in June there were new receptions on site and no supplies for them. This was highlighted to the Governor who arranged for emergency supplies to be provided. Since then stock management seems to have improved. The IMB has not been able to establish exactly what is going wrong in this area but there seem to be issues around ordering, delivery and distribution of stock to prisoners. This is an area which we are continuing to monitor.

## **8 HEALTHCARE (including mental health and social care)**

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8.1 The Healthcare team was awarded runner up award for the Best Clinical Team in Secure Environments 2017. They have worked hard and this award is recognition of their dedication to providing exemplary care to prisoners.

8.2 Patient safety is handled and managed by triage teams at the handover for each shift. This ensures that there is continuity in clinical care and supervision, especially for complex cases.

8.3 Since June 2017 substance misuse has been integrated with mental health care. This promotes continuity of care and provides prisoners with a more holistic joined up service.

8.4 There is a larger cohort of older prisoners (over the age of 50) at Kirkham, around 17%. While these prisoners on the whole, they tend to have more complex, long term and multiple health conditions. At the time of writing this report, one prisoner is receiving palliative care in collaboration with Trinity Hospice Blackpool which has an outstanding record of support and cutting edge care. Prison staff are fully on board with the help and support the hospice is providing and are using this as a learning opportunity for the future.

8.5 Two additional clinical rooms are now available in the healthcare suite and a nurse prescriber has been appointed. Physiotherapy and podiatry are done in house which means that appointments are arranged quicker and there is a shorter waiting list.

8.6 There has been an issue with relocated prisoners who have appointments scheduled locally. If they are relocated within reasonable travelling distance it is often better for them to keep the appointment already booked and book the next appointment in their new locality. This obviates delays in their treatment and resolution of their symptoms.

8.7 Each discharged prisoner is asked to complete a discharge questionnaire and feedback is always positive.

8.8 During the last twelve months there have been no formal complaints and the general consensus is that this is because issues are dealt with before they escalate.

8.9 Staff have a 'Talent Tree' painted on the wall of the Healthcare Unit which recognises achievement, records appreciation and provides visibility of the good work done by the team.

## 9 EDUCATION AND OTHER ACTIVITIES

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9.1 Kirkham prison is the best performing prison in the North West for Education and Training.

9.2 Many prisoners arriving at Kirkham believe that they have completed the relevant training courses and do not need to do them again. The level 2 qualifications in maths and English are mandatory requirements and must be met where possible by all prisoners. Also it is the expectation of most employers that prospective employees can demonstrate basic skills in their CV and at interview. Prisoners have the opportunity to demonstrate that they have met that level by producing GCE/GCSE certificates, degree certificates, etc. If they are unable to do this they will undergo assessment to provide evidence of their attainment. Prisoners do not have to take all the courses, but only the ones where they have a low score. Often prisoners fully understand the course content but they are not skilled in interpreting the questions. They are given tuition to help them with this.

9.3 There are some prisoners who simply cannot achieve the level 2 requirements (because of mental health issues, learning difficulties or because they are taking medication) and trainers are realistic about what is expected of them. They are encouraged and given one to one help to achieve their potential. It needs to be remembered that a lot of prisoners have spent their lives avoiding education and it is a difficult concept when it is compulsory in later life.

9.4 The gym facilities are impressive and spotlessly clean. There was an issue with the male staff showers which were closed down for a period of time early in the year. This meant that male staff had to use the female shower facilities which was unsatisfactory and inconvenient. IMB raised the issue and the work on repairs was accelerated and completed within the week.

9.5 The library is a hub of activity, always looking for new interests to involve prisoners and to promote their development. In November greeting card creation was introduced as a hobby. It very quickly turned into a cottage industry in the 6 weeks up to Christmas and over £300 was taken selling cards in the library, farm shop and visits, that money was reinvested in buying further materials to continue with this work. Since then the range and quality of the cards has improved significantly with demand now outstripping supply. Hopefully more prisoners will get involved in this creative and relaxing pastime.

10.1 There is a wide range of work opportunities in Kirkham, from skills based courses such as painting and decorating and barbering to more unskilled work in food packing and recycling. There is something to suit everyone. In particular, the barbering course seems to have the broadest learning base which equips prisoners not only to perform the skills they have learned, but also how to set up and run a business as a self-employed person. Since it was opened just over two years ago it has been successful in supporting at least 3 prisoners in setting up their own businesses. It is a stretching course and a lot could be learned by exploiting and teaching the self-employment aspects of this course more widely.

10.2 There are a number of prisoners who have offers of outside work but are prevented from taking this up until they have fulfilled all their ROTL requirements. In the prison, prisoners tend to want to work for the highest wages which are on offer from private companies on site. However, these jobs tend to be repetitive and unskilled and do little to teach anything other than a work ethos.

10.3 During the year there were some complaints about payment of wages and a number of prisoners felt that they were being underpaid by one of the companies on site. The issue was resolved by the Board, which looked into the matter and pointed out that the alleged shortfall was a deduction to cover the standard payment which everyone receives irrespective of whether they work or not.

10.4 The Board also pointed out on a number of occasions that prisoners working in noisy areas were not wearing ear defenders which they were supplied with. Prison management resolved the issue by making prisoners aware that this is a mandatory requirement for their own protection.

## 11 RESETTLEMENT PREPARATION

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11.1 There are continued concerns regarding the consistency of approach towards ROTL within the OMU. The Board continues to highlight cases where similar sets of circumstances have different responses depending on the Offender Supervisor [OS] involved.

11.2 Additionally there are still issues about continuity when an OS is not available due to leave, sickness or roster duties. Prisoners regularly have to wait till their OS is next available instead of being seen by another OS or manager in that period.

11.3 There are weekly ROTL clinics, where prisoners can go along and ask general questions regarding access to day or overnight leave, but not on the specifics of their own case.

11.4 Home Detention Curfew [HDC] is regularly used where prisoners meet the eligibility requirements. The recent changes to HDC have had little impact at Kirkham as the establishment was already granting HDC where possible.

11.5 There is a weekly Job Advice Club where job inductions take place. This is of particular interest to prisoners within their last 6 months prior to release.

11.6 The library has recently made available DVDs for driving and HGV theory training. These are extremely popular and 45 minute sessions can be booked in advance. They also provide mock exams for learner drivers.

11.7 Jobcentre Plus provides the same support to prisoners approaching release as it does to people looking for work in the community. At the end of the year the figures they have provided are as follows:

- 12% of prisoners have employment to go to on release
- 12% claim Employment Support Allowance (ESA)
- 8% claim Universal Credit (UC)
- 20 % claim Jobseekers Allowance
- 29% claim State Pension or other partner related benefit

11.8 Prisoners are trained to do job search on line and to make on line claims for benefits as these processes are now digital. Appointments are booked for them in advance at their nearest Jobcentre and they are signposted to other agencies who can provide support.

11.9 Shelter have provided figures which show that 99% of prisoners have accommodation on release. In the 3 months prior to release they work to find accommodation for the few prisoners who could potentially be homeless or No Fixed Abode (NFA).

## C Section – Work of Board

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The Board completes rota visits, attends various meetings throughout the establishment, meets informally with prisoners while doing rota visits in places such as the library, the prisoners' support centre and while walking round the establishment. This year the Board has hosted a visit from IMB Haverigg as well as a North West Chairs' meeting. 2017 was also the Triennial review of the Board.

During 2017 the Board has lost 1 member to transfer, 1 on tenure and 1 resignation. A recent recruitment exercise only resulted in 2 applications despite advertising in the local press and local area.

<b>BOARD STATISTICS</b>	
Recommended Complement of Board Members	13
Number of Board members at the start of the reporting period	7
Number of Board members at the end of the reporting period	4
Total number of visits to the Establishment	135
Total number of segregation reviews attended	n/a

## D Section - Applications

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Code	Subject	Current reporting year	Previous reporting year
A	Accommodation including laundry, clothing, ablutions	0	0
B	Discipline including adjudications, IEP, sanctions	1	2
C	Equality	1	0
D	Purposeful Activity including education, work, training, library, regime, time out of cell	2	1
E 1	Letters, visits, phones, public protection restrictions	1	0
E 2	Finance including pay, private monies, spends	5	0
F	Food and kitchens	0	0
G	Health including physical, mental, social care	0	0
H 1	Property within this establishment	0	1
H 2	Property during transfer or in another establishment or location	1	7
H 3	Canteen, facility list, catalogue(s)	1	0
I	Sentence management including HDC, ROTL, parole, release dates, re-categorisation	5	6
J	Staff/prisoner concerns including bullying	0	0
K	Transfers	0	0
L	Miscellaneous	1	1
	<b>Total number of IMB applications</b>	16	18