



Annual Report
of the
Independent Monitoring Board
at

HMP Leeds

for reporting Year
January to December 2017

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Monitoring fairness and respect for people in custody

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1 STATUTORY ROLE OF THE IMB

The Prison Act 1952 requires every prison to be monitored by an independent Board appointed by the Secretary of State 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

This report presents the observations and opinions of the Independent Monitoring Board (IMB) at HMP Leeds for the period January to December 2017 as required as part of the Statutory Role of the IMB.

It has been prepared in line with the guidance set out in the IMB National Monitoring Framework which sets out a specific requirement to “report by exception” but, despite this, the Board has set out to provide a balanced report highlighting areas of good practice as well as areas of concern.

The IMB has been informed by observations made during its frequent visits with informal contact with prisoners; Prison Officers and with Staff at all levels. The IMB has sought evidence through the scrutiny of daily reports; maintained records and recorded data as well as drawing on other independent reports and surveys. Members have attended a cross-section of routine prison management meetings. The IMB has followed up on all Applications submitted by prisoners and has sought appropriate resolution for each whilst being alert to any emerging trends.

The IMB considers that, in the face of operational, staffing and financial constraints whilst responding to unpredictable challenges such as the prevalence and adverse impact of Psychoactive Substances (PS) and a need to provide unplanned hospital escorts, the Prison Governor and his staff have delivered overall an acceptable and fair regime.

In many ways, however, the regime has been just been maintained and many of the concerns raised by the IMB in its 2016 Annual Report of a year ago remain entirely relevant and of equal concern. The Report by HM Chief Inspector of Prisons, following an unannounced inspection in November 2017, summarised and highlighted a range of shortcomings which the IMB fully recognises and endorses.

The IMB exercised its right to write [see Para 1 (2) above] to the Prisons’ Minister in early December 2017 following a sequence of 3 deaths in custody over as many weeks. In its letter the Board raised specific concerns about the evidently ready availability of PS and the caustic impact of this on prisoners both individually and collectively as well as the effect on staff. The response received in mid-January 2018 was disappointing as it simply acknowledged the issues that had been raised.

This Report has been endorsed and approved by all Members of the IMB at its Board Meeting held on 20th March 2018.

Main judgements

HMP Leeds is an inner city local Category B Prison with an operational capacity of 1210 serving the local courts of West Yorkshire holding adult male convicted and remand prisoners. It is routinely near to its operational capacity and has ageing fabric and facilities that are hard to maintain.

The Prison has been consistently understaffed and has experienced real challenges with both the recruitment and retention of new officers over the last year. At one stage some 40% of officers were 'new recruits' and inevitably this level of inexperience showed at times.

The challenge of preventing the in-flow of illicit drugs (principally PS) and mobile telephones (particularly miniaturised ones and SIM cards) is ever present. The counter-measures that are implemented in response consume scarce financial resources and, (from the evidence provided by incidents on Daily Reports; seeing Prisoners in Segregation and in Adjudications as well as informally on the Wings), it is clear that 'supplies' are still getting in. The IMB raised this in December 2017 with the Prisons' Minister.

The IMB believes that it is both unreasonable and unrealistic to presume upon the hard work and goodwill of Prison Officers and Civilian Staff, together with reliance on the cooperation of prisoners, to achieve all of the required outcomes and targets in the face of such conditions. There were many, almost daily, instances of violence at all levels of severity.

Are prisoners treated fairly?

The IMB considers that the majority of prisoners are treated fairly although there are times when some, by reasons of age; ethnicity; disability and health are disadvantaged in relation to their specific needs. There is no evidence of systematic maltreatment or discrimination. Identified issues tend to arise as a result of staff shortages; incidents; slow procurement; contractual shortcomings; financial constraints and poor inter-connectivity between different electronic record systems.

There have been very few Applications from Prisoners in relation to allegations of unfair treatment and the Adjudication system has been monitored closely by the IMB; Governors have been seen to be entirely fair and reasonable.

Are prisoners treated humanely?

Prison Officers have been seen by the IMB to make every effort to treat prisoners with respect and dignity. The constraints of an overcrowded Victorian Prison make this a continual challenge with, for example, the deployment of privacy screens in shared cells (that were intended for single occupancy) still ongoing.

There have been identified challenges for some of the less than fully mobile prisoners. Examples include obviously non-viable emergency mass evacuation plans for groups of disabled and wheelchair users from the Health & Social Care Unit especially during the frequent times that the single lift was un-serviceable. On occasions, external exercise time for such individuals has also been curtailed or cancelled due to staff shortages.

The ageing fabric and overall condition of the Prison is deteriorating although every effort is being made to improve matters. The accumulated rubbish retained by window grilles is readily visible and creates a really poor impression. The new kitchens were a significant and overdue improvement. The new reception building will be a very welcome addition although it is already behind schedule. The planned Digital Programme has been stopped.

The behaviour of some prisoners results in significant and frequent damage to the infrastructure of cells and communal areas. This, in turn, diverts resources (manpower and financial) to restore order and to effect repairs. That said, the IMB recognises the frustrations expressed by prisoners in response to the overall environment; inadequate work and boredom whilst faced with the availability of illicit drugs and mobile telephones leading to debt and violence. The prison met the challenges of moving to a policy of no-smoking with determination and resolve.

The staffing levels to run and maintain a safe, effective and stimulating regime are consistently and frequently compromised by incidents; sickness absence; the need for unplanned hospital escorts and bed-watches as well as the really poor staff retention rate. The impact has reduced association time as well as both the cancellation of and/or early return from work/education. Understandably, these factors all raise frustrations for Prisoners that can result in violence; self-harm and damage.

Are prisoners prepared well for their release?

The IMB believes that the Prison does its best to help Prisoners to be ready for release within the constraints of the resources available. There have been several positive initiatives such as the 'Departure Lounge' and the efforts of Tempus Novus to make connections for future employment.

The 'unemployed' prisoner on Basic IEP is likely to get 1 hour a day on association with, ahead of the postponed Digital Programme, an almost inevitable queue for access to a telephone with little or no privacy. This cannot represent a progressive, supportive and rehabilitative approach.

Main Areas for Development

TO THE MINISTER

The IMB highlights that there have been 3 deaths in custody during 2017 at HMP Leeds and at least one incident reported involving PS on virtually every day of the reporting year together with frequent and sustained instances of violence.

As set out in our letter to the Minister in December 2017 and as highlighted by HM Inspectorate of Prisons, we submit that there are 4 principal inter-related very serious issues facing HMP Leeds that merit Ministerial attention and specific action.

- **Staffing.** The efforts made in 2017 to recruit new Prison Officers was both welcome and overdue but has been wholly undermined by sickness absence and poor retention. In turn this has rendered the operation of the full regime to be regularly unattainable leading to understandable but avoidable frustrations for prisoners and staff.
- **Fabric.** The ageing Victorian buildings are barely adequate requiring constant temporary and emergency fixes to core infrastructure as well as addressing damage. The duration of new works is consistently underestimated and the Digital Programme has stalled or stopped. This all adversely affects prisoners and staff morale.
- **Illicit Drugs and Mobile Telephones.** These items are pernicious and damaging to individual prisoners and affect the day-to-day safe operation of the Prison. Their use leads to violence; damage and un-planned emergency hospital visits. The current counter-measures are evidently not addressing the challenge sufficiently, leading to violence; intoxication, long-term physical harm and debt.
- **Health and Social Care.** The most frequent complaints to the IMB are about failures to get appointments and treatment for both physical and mental health needs in a timely fashion. The shortage of Prison Officers compounds these shortcomings as routine external appointments for some prisoners have been cancelled on occasions. In turn this is potentially damaging to the health and well-being of prisoners. The service provided falls well short of that available from the NHS in the community outside of prison.

The IMB was deeply worried that the response to its letter merely acknowledged what were profound concerns of the Board and the Minister's response implied that everything was "under control". In this report the IMB raises the same concerns again and highlights the similar issues and concerns raised by HM Inspectorate of Prisons. The IMB invites the Minister to provide a full and considered public response as to how the situation can be improved both in the immediate term but, as importantly, in the longer term with specific targets and standards to be achieved in a timeline with defined milestones.

TO THE PRISON SERVICE

The IMB highlights 4 specific areas to bring to the attention of HMPPS:

- **Works Projects.** The significant multiple delays in establishing the new kitchens and the emerging project delays for the new reception and the Digital Programme seem to have been met with complete indifference to the impact on both staff and prisoners.
- **Property.** The coordination of the transfer of prisoner's property across the estate between prisons or from the Courts or Police Stations, often falls short. Frequently other IMBs have contacted the IMB at Leeds asking for assistance to trace property.

- **Equality.** The significant number of elderly and less than fully abled prisoners merits attention in terms of accommodation and suitable facilities.
- **Mental Health.** The retention in the Prison of some prisoners with Mental Health issues that are beyond the scope of both the Prison and the available local services is deeply concerning and distressing for all concerned.

The IMB suggests that action is taken in these 4 areas as a matter of some urgency.

TO THE GOVERNOR

The IMB wishes to place on public record its thanks to the Governor at HMP Leeds for his personal commitment to listening to the IMB and taking appropriate action as far as he and his colleagues are able to address shortcomings identified by IMB Members during the year.

Improvements

The Minister responded to the 2016 IMB Annual Report noting the observations that we had raised and providing information about the plans for increasing staff numbers. His letter was accompanied by commentary from HMPPS regarding a number of matters raised in our 2016 Report.

Despite the reassurances provided by HMPPS in that response, it is disappointing and deeply concerning that we have been obliged to raise a number of the same issues again this year; Principally regarding the prevalence of PS and Mobile Phones but also issues related to staffing/recruitment and retention.

Some of the concerns that we raised last year received no official response; such as the capacity of Mental Health support and services; the shortcomings of Public Contracts; poor recording, collection and cross-referencing of data and the need to improve the quality of 'purposeful activity; rehabilitation and resettlement'. All of these matters are raised again this year.

3 DESCRIPTION OF THE PRISON

HMP Leeds is an inner city local Category B Prison with an operational capacity of 1210 serving the local courts of West Yorkshire. It holds adult male convicted and remand prisoners and is frequently close to capacity. Its design capacity was 660.

The Prison has four Victorian Wings dating from 1847 and 2 modern Wings providing 669 cells overall. One Wing is designated to vulnerable (Rule 45) prisoners, another is for Resettlement and one intended for prisoners on Remand. There is a First Night and Reception Area, a Multi-Faith Centre, a Library, a Gym and Sports Facility, a Visitor's Centre together with Education and Workshop Facilities.

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

A wide range of other agencies both statutory and voluntary.

The West Yorkshire Community Rehabilitation Company (CRC) is responsible for the offender management of low and medium risk prisoners from the local area and provides Through the Gate services.

B Evidence sections 4 – 11

4 SAFETY

Safety:

Significant issues were reported in the 2016 IMB annual report. The IMB remains concerned that many prisoners feel unsafe, particularly those on recall or in the vulnerable category.

The IMB recognises that the new Safer Custody team has been actively addressing these issues with particular efforts being made to reduce the incidence of self-harm and suicide.

The audit in June 2017 conducted by the Operational and System Assurance Group (OSAG) gave Leeds an overall rating of Amber/Red.

Concerns:

- Incidents of self-harm have increased by 13% compared with 2016.
- Staff assaults have increased by 61% during 2017 compared with 2016.
- A number of staff were disciplined and removed due to inappropriate use of force.
- 30% of assaulted prison officers have been in service for less than 12 months
- Although self-inflicted deaths in custody were zero over 17 months, subsequently 2 suicides and a murder occurred in November 2017.

Issues :

- Poor information flow and weak data collation in relation to managing, monitoring and reducing the risk of aggression and violence. A data analyst has been recruited from December 2017.
- Cell Sharing Risk Assessments (CSRA) were not always compliant with prison service instruction (PSI) leading to avoidable incidents.
- Some vulnerable prisoners do not feel safe in the prison with, on a number of occasions, issues or concerns not being identified during the induction process.

Security:

The Security Audit by OSAG of two areas in August gave a rating of green, an improvement on the previous rating of amber green.

The number of Intelligence Reports (IRs) submitted averaged 720 a month, with a high of over 1000 in November. The IMB reports, however, that as last year some IRs were badly filled in and there were discrepancies between Security and Safer Custody statistics. The introduction in November of a monthly Security Bulletin was a further initiative aimed at raising officers' awareness of Security issues and improving form completion.

Monthly Security Meetings and Drug Strategy Meetings made an effective use of time; there was productive liaison between the Prison and the Police Intelligence Officer.

Drugs:

The amount of drugs, particularly PS, entering the prison on a virtually continual basis was worrying, but the IMB applauds the varied actions taken to try and reduce supply. These

included officer patrols round the perimeter of the prison, increased use of dogs, personnel searches and targeted cell searches. The latter were particularly successful.

In an average month, the DARS team had a caseload of three hundred and ninety prisoners and held forty group sessions attended by one hundred and ninety prisoners.

The monthly MDT rate ranged from 8.8% to 17.5%, giving an annual rate of 12.33%. Efforts have been made to help reduction, including giving medication in liquid form to prisoners known to conceal drugs and increasing suspicion and frequent testing. About a third of those tested returned a positive result.

Between May to August 2015 and May to August 2017 the number of serious PS related incidents (defined as being serious enough to be reported in the duty governors daily log) has increased from an average of 3.9 per week to 8.0 per week. As raised with the Minister, this is deeply concerning and has a pernicious effect on prisoners.

5 EQUALITY AND FAIRNESS

The IMB is encouraged by the sustained and enthusiastic efforts of the Equalities Team and the Equality Representatives in each Wing. At the same time the very evident presence of the Multi-Faith Team was very commendable.

The IMB routinely monitored the DIRFs and PEEPs. The process for handling both was found to be satisfactory. The IMB remains particularly concerned, however, at the practical ability of the prison to implement PEEPs on much more than one or 2 individuals at a time.

The IMB sought to reach out across all areas of the local community during its recent recruitment exercise with a view to increasing the diversity mix of the Board.

6 SEGREGATION/CARE AND SEPARATION UNIT

The Segregation Unit (Seg) continues to be staffed by a team of Officers who are assigned specifically to it. The team is managed by a Custodial Manager and a Governor.

The purpose of the Seg is to rehabilitate disruptive prisoners so that they can be returned to a normal location. The Seg is also used for prisoners who are given Cellular Confinement on Adjudication. There 21 normal cells (one of which is retained for the cleaners) and two Special Accommodation units where prisoners who continue to be disruptive are placed until they calm down.

Seg does not appear to be used to accommodate prisoners with serious Mental Health issues although it is sometimes used for prisoners' own protection. There have been occasions, however, where prisoners with Mental Health challenges have remained in Seg pending transfer elsewhere in the Criminal Justice system.

Risk assessments are carried out on admittance to the unit and there are frequently ACCTs in place. All prisoners are visited by a Governor; a member of the Health Care Team daily and by the Chaplaincy. The IMB are required to see all new arrivals to the Seg within 72 hours. Adjudications and prisoner reviews are also conducted within the Segregation unit and are generally attended by and documented by the IMB.

The Unit has been kept very busy during 2017 with many disruptive prisoners being located in the Seg. There have been occasions when it has been full. Staff shortages sometimes have interrupted the exercise regime and officers are often provoked by prisoners with an increase in spitting by prisoners at officers. There has been an increase in the number of cells being unavailable due to damage being created by prisoners, typically by damaging sinks and toilets causing flooding and damage to furniture and by setting fire to the cells. This puts extra pressure onto the staff and Works Unit as well. These actions also affect the prison budget and other resources.

The IMB has visited Seg in line with its obligations and has been able to talk to prisoners, some of whom have been very angry and distressed following a managed relocation under restraint from the Wings. There have been very few complaints or Applications from prisoners housed in the Seg.

7 ACCOMMODATION (including communication)

Reception

Reception staff are to be commended on processing over 1000 prisoners a year with inevitable bottlenecks at certain times of day (particularly after 3pm). Staff themselves describe the process as being too rushed, with too much emphasis on administration and not enough on addressing individual needs. Some parts of the assessment process lack privacy and the experience can be overwhelming for prisoners new to prison life.

It is hoped that the proposed new Reception Unit, already delayed by more than six months and due to be completed in 2018, will provide a much improved environment for both staff and prisoners.

First Night Centre

The FNC is increasingly being used as intended, rather than as an overflow for the VP Wing and for prisoners on ACCTs. The reduction in bed blocking is to be welcomed. The FNC has often been seen to be short staffed. Health screening frequently causes delays and appropriate staffing is still a problem. It is not uncommon for day staff to be working very late and sometimes past midnight.

Induction

The prisoner induction programme continues to receive 100% positive feedback from prisoners in spite of the recent HMIP report suggesting that prisoners are receiving too much information at this early stage in their sentence.

When staffing problems occur across the prison, it is often induction that gets cancelled. If prisoners miss their induction it is not something that they can make up later.

In 2016 the FNC developed a carefully considered induction programme, which included a booklet printed in a number of languages to support the information given face-to-face. The current booklet no longer includes the multi-lingual information which is a significant problem in a highly diverse prison population.

Accommodation

Although the prison has continued to run at maximum capacity throughout this reporting year the IMB considers that the regime on the Wings is both ordered and fundamentally humane.

Despite working in a very challenging environment, the Board has witnessed high levels of professionalism and commitment from the vast majority of staff. The initiative to have a small 'in-house' team effecting some repairs, maintenance and adaptations is commended.

Much good work has been done;

- the Wings are maintained at a generally good standard of cleanliness
- a rolling system of replacing white goods has kept laundry equipment at a much better level of availability
- CCTV has now been fitted in all Wings
- a comprehensive advance information campaign and immediate availability of nicotine substitutes smoothed the implementation of the smoking ban at the end of 2017
- a rolling programme of fitting curtains and toilet screens to all cells commenced in February
- funding has been obtained to replace all unserviceable gym equipment early in 2018

- the instigation of Governor's clinics on the Wings gives the Senior Management Team (SMT) a valuable tool to identify and address areas of weakness.

However, whilst routine Board visits report a generally calm atmosphere in the accommodation areas, the increase in incidences of violence on the Wings, particularly in the last quarter of the year, has clearly unsettled many prisoners. Periodic shortages of essential decency items ranging from toilet paper to clean bed sheets is also a cause of concern. Both these issues are recognised by the Senior Management Team.

Staffing levels on the Wings have been periodically stretched this year and the Board welcomes the influx of 61 newly recruited, predominantly young, Prison Officers. The training of these new officers has proved a significant management challenge and some resulting frustrations amongst new officers (and prisoners) have been observed. It is of concern that wastage rates (due to sackings and resignations) are currently running at 40%.

Catering

The IMB considers the food as being of adequate quality and variety but sometimes "meagre for a working man". With the evening meal at 1700 (1600 at weekends) there is an 18+ hour gap between hot meals with only a relatively insubstantial breakfast pack to bridge the intervening period.

The new kitchen provides a clean, modern working environment and is a very significant improvement on the temporary facilities in service for the majority of the previous reporting period. Equipment availability is good and the correct food safety practices are being enforced. Morale amongst those working in the kitchen is generally good but shortages of prisoner kitchen workers have been periodically observed.

In contrast to the kitchen, the Wing serveries are approximately 20 years old and in poor condition with spares are becoming increasingly difficult to procure. Furthermore, a formal Food Safety Assessment conducted by the Regional Catering Manager was critical of food safety practices on the serveries; observations by the Board indicate that standards vary across the Wings.

8 HEALTHCARE (including mental health and social care)

The primary healthcare provider for both general and mental health services in HMP Leeds is CareUK.

The health care inpatient facilities are limited to a small number of individual rooms; prisoners requiring specialist treatment are transferred to NHS secondary care facilities if required. This inpatient facility is very often full. The aim is to provide a similar standard of care and patient involvement as the NHS in the community. The day room in the residential section remains well utilised by both prisoners and staff. The IMB remains deeply concerned that a repeated failure of the only lift directly servicing this area of the prison has had a significant impact on prisoners, many of whom are wheelchair bound, who could not therefore easily access other areas of the prison for example to attend visits; take exercise or NHS outpatients. The ability to evacuate the Wing in an emergency would be exceptionally challenging with or without the lift.

The outpatient treatment rooms, consulting rooms and waiting rooms, although last refurbished in 2014, remain in reasonable condition and are generally kept clean and tidy. The allocated Prisoner Waiting Rooms and the connecting corridor are, however, frequently in a very poor state.

On entering the prison, the healthcare needs of all new prisoners continue to be assessed in the FNC by a nurse. The staffing levels lead to delays on occasions.

One issue that remains troublesome is the delay often encountered in being able to verify what medication a newly arrived prisoner is taking when they arrive in the prison. There have been occasions when prisoners have been denied their regular medication for several weeks.

The prisoners on the wings are generally satisfied with the delivery of healthcare, but frequently report difficulty in accessing the service in a timely manner and as we reported last year the healthcare system regularly has missed appointments. There remain concerns that far too frequently Prison Officers are not available to escort prisoners to their appointments in NHS hospitals. This threatens the on-going care of prisoners, causes difficulties at the hospitals, with a knock on effect for the medical care in the prison, as routine problems can turn into emergencies requiring urgent action. In response to a growing backlog of cases requiring x-rays arrangements were made for a mobile x-ray unit visiting the prison every two weeks.

Provision of dental services was severely disrupted due to procurement delays in getting a replacement chair but the prison has returned to providing a good service.

The mental health unit is in a separate location from the main healthcare unit and is also run by Care UK. The mental health outreach team remain active throughout the prison and are good in their obligation to attend Rule 45 and ACCT reviews. Their contribution is very positive but, as was commented upon by the last prison inspectorate report, they remain frustrated by the 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. These delays are not only very distressing for the prisoner concerned, for the other prisoners and for the staff but are also very disruptive to the safe running of the prison.

10 EDUCATION AND OTHER ACTIVITIES

The IMB has visited the Education Wing regularly. In discussion, prisoners appreciate the services and few, if any, issues have been raised.

The Library is very highly regarded and provides a first class service.

11 WORK, VOCATIONAL TRAINING and EMPLOYMENT

Once again the most effective workshop is Recycling which has now expanded to include more recycling objects. They have also negotiated with an external body to gain revenue from selling onwards the recycling products.

The other workshops continue to experience lack of supplies and broken equipment especially the sewing workshop.

There are ongoing concerns regarding prisoners not gaining any qualifications from working within the Workshops, the exception being the print workshop where NVQs may be gained.

The attendance in Workshops has varied throughout the year but averages 79%. The IMB is concerned that all too frequently, prisoners are taken to the workshops only to sit there with no work to do.

11 RESETTLEMENT PREPARATION

No offender behaviour programmes are offered at the Prison but prisoners can receive help and support from Catch 22; StepChange and Job Centre Plus. A regular Resettlement Market is held.

The West Yorkshire CRC is well engaged at the Prison and has created a "Departure Lounge" facility outside the main prison walls.

The IMB has had no concerns raised about resettlement.

C - Section – Work of Board

The IMB is made up of un-paid volunteers, all of whom are based in the local community, and are Public Appointments made by the Secretary of State for Justice. (For details of its composition please see the chart below).

The Board values its independence and is grateful to the Prison, the IMB Secretariat and the National Council for all of the willing support given to enable it to carry out its duties.

All Members have undertaken the nationally organised induction training.

The Board meets monthly to review its activities, to discuss any identified issues and to consider examples of best practice. The No 1 Governor, or his nominated deputy, attends the first part of each meeting to brief the Board and to answer any questions. A number of Governors and other staff have also attended meetings to provide specific briefings.

The Board exercises its right to visit all areas of the Prison as part of its remit and responsibilities. Members visit the Prison each week as part of the Board's structured programme of ongoing monitoring but these visits are not undertaken at fixed times or on published dates or just on weekdays. The Board pays particular attention to the Reception Area; First Night Centre; Segregation Unit and to those Prisoners subject to ACCTs; GOOD reviews and Adjudications. The Board regularly attends a wide range of meetings so as to remain up to date with the management and delivery of the regime but the majority of its time is spent engaging directly with prisoners.

The IMB collects and reviews Applications from prisoners at least weekly but applications relating to healthcare are referred directly to the Prison Healthcare Unit. (For details about applications please see Section C).

In the event of an incident at the Prison, the Board has a defined response plan and this has been put into effect several times during the last year to provide independent oversight. The IMB engaged with both the Prisons' Ombudsman and with HM Inspectorate of Prisons as necessary and appropriate.

The Board has been able to carry out its duties fully throughout the year in line with its Statutory Role. The Board was, however, sufficiently concerned that it wrote to the Prisons' Minister, (copied to the Chief Executive of HMPPS and to HM Chief Inspector of Prisons) in early December 2017 in line with the requirement for it to do so as part of its Statutory Role. This was the first time that the Leeds IMB had felt it necessary and appropriate to do so. The IMB was particularly disappointed to receive a response in mid-January 2018 from the Minister that simply acknowledged the issues and the concerns raised.

HMP Leeds IMB – Board Statistics 2013 - 2017

BOARD STATISTICS	2013	2014	2015	2016	2017
Recommended Complement of Board Members	20	20	20	20	20
Number of Board members at the start of the reporting period	11	11	9	11	11
Number of Board members at the end of the reporting period	12	9	12	11	10
Total number of visits to the Establishment	459	343	385	421	317
Total number of Applications Received	242	252	203	183	169

D Section - Applications

HMP Leeds Applications 2017

Code	Subject	2017	2016
A	Accommodation including laundry, clothing, ablutions	9	11
B	Discipline including adjudications, IEP, sanctions	0	3
C	Equality	6	3
D	Purposeful Activity including education, work, training, library, regime, time out of cell	10	10
E 1	Letters, visits, phones, public protection restrictions	12	9
E 2	Finance including pay, private monies, spends	5	3
F	Food and kitchens	2	2
G	Health including physical, mental, social care	21	25
H 1	Property within this establishment	15	25
H 2	Property during transfer or in another establishment or location	15	10
H 3	Canteen, facility list, catalogue(s)	5	5
I	Sentence management including HDC, ROTL, parole, release dates, re-categorisation	8	11
J	Staff/prisoner concerns including bullying	22	23
K	Transfers	1	8
L	Miscellaneous	30	22
M	Not an IMB matter or Inappropriate	8	13
	Total number of IMB applications	169	183