



**Annual Report**  
of the  
**Independent Monitoring Board**  
at  
**HMP and YOI Kirklevington Grange**

**for reporting Year  
(1 January to 31 December 2017)**

**Published  
(May 2018)**



*Monitoring fairness and respect for people in custody*

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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.

### **Main judgements**

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2.1 In the Board's view, the prison regime at Kirklevington Grange is fair and reasonable in its operation. Prisoners are mostly very positive about their experience of the prison. There were very few applications to the Board in 2017. This was also reflected in the relatively low number of prisoner complaints. During 2017 Kirklevington Grange consistently operated at a high level. This judgement is supported by the Board's monitoring activity and more informal observations over the year.

2.2 In support of the prison's Reform status a comprehensive Delivery Plan is in operation to improve the physical environment and the preparation of prisoners for release. This plan is reviewed and updated regularly and is well publicised and supported by staff and prisoners.

2.3 The closer working relationship with HMP Holme House continues to enable prisoners to have a better understanding of the regime prior to transfer and, consequently, more positive outcomes.

2.4 There are few reported cases of discrimination and any cases that do arise are dealt with swiftly and firmly. There are concerns in relation to the amount of time it has taken, despite best efforts, to recruit and appoint an Imam – this process is still not concluded at the end of the reporting year.

2.5 Kirklevington continues to have considerable success in its resettlement work where an impressive array of purposeful activity is on offer. There has been an increase in numbers of those involved in community jobs and outside employment. Prisoners can often arrive with outdated Oasys documentation making it difficult and time consuming for Kirklevington staff to progress prisoners efficiently. There has been a high number of ROTL releases each month

and particularly pleasing, despite a very small number of failures, has been the return rate. It is pleasing to report the wide variety of measures of success of the resettlement programme.

2.6 There have been concerns expressed by the Board during the year with Healthcare staffing and this has been a focus of a significant amount of monitoring. There has been a reduction in GP sessions and waiting times for appointments have increased. Illicit drug taking and the trading of medication amongst prisoners is a concern but this is being tackled vigorously and new initiatives introduced. The Board is concerned by the way in which prescription drugs are distributed for a number of days at a time to prisoners and the impact this has. Management are investigating the introduction of a recovery work project used with success at HMP Durham.

Prisoners are generally safe and violence is extremely unusual.

2.7 There is good progress in Education where success rates in English and Maths are high. Programmes are well presented, varied and relevant to prisoner needs. However, short term prisoners often do not benefit from the education or work programmes as there is insufficient time for them to complete these programmes.

2.8 Of continuing concern to the Board is the condition of some parts of the prison where the age and design of building makes maintenance difficult and diverts funds that may be better used to provide improved prisoner outcomes. This is particularly the case with some communal toilet and shower facilities where issues of privacy and dignity are a concern, as is safety due to problems with anti slip mats. These issues are currently being addressed by the prison. Kitchens operate to a high standard but their work has sometimes been hampered by the unavailability of key equipment. There are existing good lines of communication between prisoners and staff and these have been enhanced by the roll out and development of the Digital Prisons Project.

### **3 DESCRIPTION OF THE PRISON**

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3.1 Kirklevington Grange is an open prison catering for both Category D adult male prisoners and young male offenders. The operational capacity of the prison is 283. It has often operated below this level, with around twelve to fifteen young offenders on roll.

3.2 Kirklevington Grange places a significant emphasis on its resettlement role and employs a range of strategies to support this.

3.3 On arrival prisoners undergo a rigorous risk assessment, which may take up to three months. Then, if appropriate, prisoners are eligible for release on temporary licence (ROTL). Initially they undertake unpaid community work and then are able to get paid work or further education and training outside the prison, if this is available and part of their sentence plan.

3.4 Prisoners are accommodated within the main building and in four units situated in the grounds. Three of these were originally accommodation units on oil platforms, while the fourth and most recent was purpose built. Further facilities within the establishment include an education centre, gymnasium, workshops for welding, woodwork, recycling facilities, laundry and extensive gardening areas. A visits reception building has recently been brought into service to ease the administration of visits and to make the process more user friendly.

3.5 Education is provided by Novus. Nursing and administration is provided by G4S, GP services by Spectrum, dental services by Burgess and Hyder and non-clinical drugs and alcohol support by CGL. The Tees, Esk and Wear Valley NHS Foundation Trust and the charity MIND provide care and support on mental health issues. Durham Tees Valley Probation has continued to run a number of accredited offending behaviour programmes. Volunteers from NEPACS (North East Prisoners After Care Society) run a tea bar in the visits room and shop facilities are provided by DHL.

## A Evidence sections 4 – 11

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### 4 SAFETY

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4.1 When prisoners are transferred into HMP Kirklevington GeoAmey deliver inter-prison transfers. Prisoners who are transferred from HMP Holme House are sometimes collected by staff from Kirklevington.

4.2 The Reception staff in Kirklevington are not aware of any complaints from prisoners about their transfer journeys. The IMB has not received any complaints.

4.3 The reception area has been refurbished and is attractive with comfortable seating, a reception desk and staff desks. On arrival the prisoners have their property checked and tallied against their personal property card. The property arrives in a transparent plastic bag. Prisoners are then given food in the main dining hall (dependent upon time of arrival), are met by the Induction orderly, given their room key, and taken to the unit and their new accommodation, usually in F unit. The orderly gives the initial talk and tour of the establishment.

4.4 After a short settling in time and evening meal the new arrivals have a more formal induction in the prisoner information room. They collect a book that they are then required to have signed by all representatives of the agencies in the prison.

Although there is no complaint about any aspect of this initial introduction, the regime in this open prison is very different to the closed conditions that most of the transferred prisoners have come from. This first introduction can seem overwhelming to these new arrivals. However, the IMB has no concerns about the thoroughness and fairness of the Reception process in this prison.

4.5 The prison takes positive and proactive measures to promote a safe environment. A training programme is in place for staff; it is well attended and the course material is treated seriously.

4.6 A clear anti-bullying policy is in place and, once a problem is identified, support plans are drawn up for both victim and perpetrator.

10.3 22 ACCT's were opened in 2017 compared with 16 in 2016.

10.5 There were 23 reports related to possible bullying incidents recorded and investigated. All allegations were investigated and in many cases it resulted in violence reduction support plans being opened on both the alleged victims and alleged perpetrators. All were monitored for varying periods of time resulting in the support plans being closed. There were a total of 3 acts of violence and 1 alleged act of violence. Each was followed up by the prison and dealt with in a timely and appropriate manner.

10.6 There were 5 recorded incidents of self harm in 2017 – 3 by means of cuts to the arm and 2 by overdose.

10.7 There are 12 Listeners in place. They are all Transition Mentors, and they have all attended Mental Health Awareness and Bereavement Counselling Training. The prison has Listeners of all ages so they can relate to both the Young Offenders and the older residents. Their method of working remains relatively the same; a rota is in place so that each Listener knows what day he is the lead. This means he checks to see if there are any new receptions and makes sure he sees them on that day, he then signs the copy of the rota in the information room. They keep their own records and discuss these at a monthly meeting with the Samaritans. These records and discussions are confidential.

10.8 Sadly there was one Death in Custody in 2017. This was handled extremely well by staff concerned. The family was notified promptly and the prison liaised well with them. They had the opportunity to visit the prison where a memorial service was held. This was of benefit to the family and fellow prisoners of the deceased. Prison staff were well supported during this period and, given the rarity of this sort of incident in Kirklevington, all are to be commended on the way it was handled. To date an inquest has not been held.

## 5 EQUALITY AND FAIRNESS

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5.1 The prison continues to successfully promote equality and inclusion under the 2010 Act, under the provision of the present Single Equality Plan. The prison has a fluctuating population of around 276. 90% of these are “white British” and almost 100% are British. Religion breaks down to 51% Christian faith, 7% Muslim, 38.4% no religion; the outstanding percentage being Buddhist, Sikh. There are 54 residents with disability (19.56%) including 18 with reduced mobility, and 19 with mental illness. All sections needs are well met within the prison.

5.2 The prisoners provide equality representatives who meet with the staff as and when required to discuss prisoner and staff issues. At present there are 8 prisoners who are members of the “single equality diversity team” with another 5 available to join. There are also regular focus groups with the prisoners and these are well attended. Results are sent out in a regular newsletter to all the prisoners. This works well, making all aware of the subject and allowing everybody to take part in the discussions. It is much appreciated both by staff and prisoners.

5.3 The chaplaincy continues to be representative of all faiths that are requested by the prisoner, giving guidance and a listening ear. Special religious festivals throughout the year for all faiths are catered for. There has been for part of the year no Imam, and at the time of the report this issue is not resolved, but there has been no adverse reaction regarding this matter although there have been numerous comments by prisoners about this.

5.4 Throughout the year a wide range of events supporting equality and inclusion are provided for, including Ramadan, Chinese New Year, Black History etc, and the prisoners are well informed in advance of times and locations. Special menus are prepared for these

occasions in collaboration with the prisoners. The catering department does an excellent job of supporting these events.

These events include “Family days” which are held during half terms and holiday periods (approx 5 per year) and are well supported. The facilities for these and normal visiting days are excellent and are conducive to providing good family engagement and include both outside and inside facilities.

5.5 There are few reported incidents of discrimination and any reported are dealt with quickly. IMB applications this year show none relating to “Equality”. The prisoners are aware of procedures for making complaints and these are well monitored and actioned by IMB.

5.6 There are few examples of graffiti within the prison and any that do occur are quickly removed.

5.7 In conclusion, the staff and prisoners work well together on this issue providing a fair climate in which to live for both parties. Overall there are few issues with “Equality and Inclusion” and where any do occur they are dealt with swiftly with staff and prisoners working well together.

## **5 SEGREGATION/CARE AND SEPARATION UNIT**

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6.1 The Board has no comments to make on this area due to the decommissioning of the Segregation Unit as described in the Board's 2016 report.

## **7 ACCOMODATION (including communication)**

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7.1 Kirklevington Grange has 12 units of accommodation with a space certificate dated 13<sup>th</sup> February 2017 and an operational cap of 283. Each prisoner has a key to their room and many of the rooms have their own bathroom facilities.

### **Domestic Accommodation**

7.2 The establishment has reasonable levels of cleanliness in accommodation and communal spaces although this has been found to vary in areas dependent on the cleaning persons responsible.

7.3 Of issue is disrepair to the sanitary facilities, particularly those which are communal, which despite investment in some wings, could still benefit from improvement and regular maintenance. There have been ongoing issues with privacy and dignity in shower areas due to constant damage and therefore absence of shower curtains.

7.4 The IMB has expressed concern regarding the lack of anti-slip mats in the showers which is a regular issue and is a safety risk. It is understood that changes are being put in place to address this.

### **Kitchens and Dining**

7.5 Kirklevington Grange benefits from an external coffee shop, open to the public, which proves very popular with the local community. Within the establishment there is also a coffee shop open to both prisoners and staff, along with the main dining hall.

7.6 The associated kitchens have maintained their 5-star food hygiene rating following inspection in April 2017, with good levels of food hygiene, safety and structural compliance and high levels of confidence in management.

7.7 The kitchens have all been found to operate to a high standard both in organisation and hygiene and with suitable portion control.

7.8 Maintenance and repair of kitchen equipment has proved an issue during the year. There have been extended periods where key equipment such as ovens have been non-operational. However, the staff have worked well to minimise the effect of this on the kitchen operation.

7.9 The food is accepted by most prisoners to be of a good quality with much of the menu being freshly prepared on site.

### **Communication**

7.10 Staff have a good knowledge of prisoners and communication appears on the whole positive and effective.

7.11 Where needed intensive support is provided to prisoners as required and there are timely and suitable arrangements made should there be any incidents.

7.12 There is a monthly meeting of wing reps and prison staff where there is an honest exchange of view. Some prisoners do report being afraid to complain, and feel they are 'walking on eggshells' as they do not wish to jeopardise any benefits potentially available at this stage in their sentence.

7.13 Kirklevington Grange is benefitting from the roll out of the Digital Prisons Project. In room telephones have been installed allowing prisoners to make authorised calls at convenient times from the privacy of their rooms.

7.14 Digital kiosks are now installed allowing prisoners to receive communications and news and the roll out of various functions, such as canteen including 'live' display of funds, continues. The prisoners appear to be very pleased with this development.

### **Property**

7.15 Prisoners property being either damaged, lost or delayed in arrival from other establishments is an ongoing issue upon transfer into Kirklevington Grange.

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

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8.1 Healthcare provision at Kirklevington Grange operates as a satellite of HMP Holme House, sharing services and staff. Joint healthcare meetings are held quarterly.

8.2 Healthcare is provided by outside contractors :

-GP and Pharmacy by SPECTRUM,

-Health and Clinical Services (nurses) by G4S Health Services UK Ltd,

-Dentistry by Burgess and Hyder.

-Mental Health is overseen by the Tees, Esk and Wear Valley NHS Foundation Trust.

-Some services (e.g. Optometry) are provided in the community because of the availability of ROTL.

Kirklevington Grange's healthcare requirements are different to most other prisons due to its general purpose. Prisoners arriving from other prisons will have had any acute problems already dealt with by the sending prison. Arriving prisoners will be screened (normally within 24 hours) with the help of information from the sending prison. Kirklevington Grange's role is often to provide continuing care. The prison cannot accept some prisoners because of their condition and the nature of the estate (e.g. wheelchair users).

8.3 The staffing establishment at present is:

0.5 Clinical Lead Nurse (though usually 0.2).

0.6 Nurse (vacancy)

0.8 Nurse (2 part time posts)

0.4 Healthcare Assistant

0.4 Admin (2 part time posts)

8.4 GP attendance has been reduced from 3 to 1 session per week. A dentist attends 2 sessions per week. There is virtually no problem with missed appointments. As well as scheduled

sessions there are “drop ins” available every weekday from 9.00 to 9.30 and 12.30 to 1.00. Also Thursday 5.00 to 6.00. There are often waiting times, but not too different from outside services. Escorts are provided for necessary hospital or other outside visits.

8.5 Substance abuse is a concern. The DART team provides support to prisoners, (including the use of mentors) and has a caseload of 40-50 clients which is about 16% of the prison population. MIND delivers two sessions a week to support drug users. Mandatory drug tests are held, of which 4% are positive and usually lead to a return to closed prison. The need for immediate responses to drug problems are very rare. Two recent concerns have been the increased use of Psychoactive Substances and the use of monthly supply of potentially tradeable prescription medications. 40% of DART clients leave Kirklevington Grange drug free and 50% of leavers continue treatments outside.

8.6 Mental health numbers were assessed in a recent snapshot. 19% of the population were diagnosed with mental health issues, 17% with mental and substance abuse. 64% had no diagnosis. In March 2017 3.8% had severe and enduring mental health problems. There is some concern that prisoners may avoid referring problems because of a perceived threat to ROTL privileges. Incidents of self-harm are very low, although there has been a recent small increase in ACCTS. 83% of prisoners are confident that they know how to access help for mental health issues.

8.7 Recent rota reports have shown a large majority of prisoners satisfied with health care provision. However, at the end of the reporting period there was a three-week waiting period for a GP appointment. Of greater concern is a 12-week waiting list for a dentist appointment. The dental waiting list is aggravated by the number of prisoners being transferred to Kirklevington who need urgent attention requiring a number of appointments due to not having suitable access to a dentist in their previous prison.

## **9 EDUCATION AND OTHER ACTIVITIES**

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9.1 Education provision comes under the general responsibility of Reducing Re-offending.

9.2 Most provision is the responsibility of Novus. Some is the responsibility of the prison e.g. Welding, Waste Management, PAT Testing and Joinery. A few courses are project funded e.g. Fork Lift and Construction.

9.3 The range of courses provided by Novus is wide. As well as the basic English and Maths it includes Horticulture, Barista, Customer Service, Catering, Health and Safety, Car Valeting and recently, Drama evening classes. Courses are recognised and monitored nationally.

9.4 When prisoners arrive they are given a few days to settle in and then receive a one hour appointment with Careers. There are two full time National Careers Service staff in the prison and they prepare a Skills Action Plan. This is based on past information, what the prisoner wants as a future career and what is realistically possible and what is available on course places as well as funding. (It is of concern that this NCS contract is due to end on 31 March 2018 and, at the time of writing this report, no replacement has been appointed. If this situation remains it will be very detrimental to the work of this prison). The prisoner then meets a tutor who prepares an Assessment Plan, concentrating usually on English and Maths, in order to benefit the prisoner. There is also a Diagnostic Test to ensure the right programme is being followed. This should also identify anyone with learning difficulties, which can also be self-declared on the prisoners Learning Data Form. If this occurs a Learning Support Plan will be prepared. Special provision can be negotiated for vulnerable prisoners.

9.5 The vast majority of prisoners co-operate with, and welcome, this programme. All prisoners are expected to engage with the programme and aim to make progress in their education.

9.6 Less than 1% of classes are cancelled for external reasons.

9.7 Problems encountered include the increase in very short-term prisoners who do not have time in their sentence to benefit from the provision at Kirklevington and, of course, funding.

9.8 The Careers Service also assist in the release system by seeing all prisoners 4 – 6 weeks before they leave in order help their future progress.

## **10 WORK, VOCATIONAL TRAINING and EMPLOYMENT**

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10.1 There are valuable opportunities for work and training both outside and inside the prison leading to permanent positions and qualifications.

10.2 On all occasions the prisoner is encouraged by staff and outside work contractors to develop, learn new skills, gain qualifications, and be educated in the work ethic. There is a cash incentive to encourage prisoners to gain qualifications.

10.3 At initial induction, and with follow ups throughout their time at Kirklevington, the prisoner is assessed and made ready for work.

10.4 The minimum qualifications expected to be met are levels 1 & 2 in Mathematics and English. A comprehensive list of qualifications available is made available to all prisoners.

10.5 To support these activities on site there are: a fitness centre, bakery, car wash, cafe, classrooms, garden centre, metal work shop, joiners shop, recycling centre, laundry, cafeteria and shop, all attended by, and run, under strict supervision, by prisoners.

10.6 The shop provides a sales outlet for goods produced in gardening, joinery ,metalwork , and bakery as well as contact with the local community. At certain times of the year; for instance Christmas; a fair/market is held to further promote and sell goods to the public.

10.7 Of particular note this year prisoners designed, built and exhibited a show garden at the Harrogate Flower Show. In addition to the range of skills gained the garden won two prizes: the Bronze Award in the Show Garden category and the Community Garden award for Outstanding Show Feature. The garden has now been re-built by the prisoner team to become a focal point at the James Cook University Hospital.

10.8 Community jobs total approx. 50 / 60 day, outside employment is approx. 60 / 70 day, and number of employers outside the prison is approx. 37. These figures indicate an increase on previous years.

10.9 Prison staff, support staff and outside companies join together to give the prisoner the opportunity to gain valuable experience before release making them ready for the workplace.

## **11. RESETTLEMENT PREPARATION**

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11.1 The early assignment of an Offender Supervisor for every prisoner, a thorough risk assessment process involving a multi-disciplinary team and links with the National Probation Service help to ensure Offender Management is consistent and of good quality.

11.2 Offender Assessment System (Oasys) documentation is often out of date when prisoners come to Kirklevington, there is a backlog and it is still an issue. However despite the additional workload, these are brought up to date by the prison officers to ensure that prisoner risk assessments are completed on time.

11.3 Sentence planning is timely at Kirklevington and feeds into the risk assessments and resettlement plans of prisoners.

11.4 Offending Behaviour Programmes are tailored to meet individual needs where programme funding allows. A monthly Self Change Programme (relapse prevention for prisoners who completed the programme in other prisons), is designed to manage both short and longer term risk and embed learning for their return to the community.

11.5 There are over 3,000 Release on Temporary Licence (ROTLs) per month allowing prisoners to access activities that assist in reducing re-offending and maintain and strengthen family ties. There have been a small number of ROTL failures but these are investigated where appropriate and lessons learned where needed.

11.6 Kirklevington is part of an MOJ 12 month Electronic Monitoring pilot. This has proved to be successful and has given the risk assessment process more assurance. It has been effective for monitoring prisoners to ensure that they do not contravene the exclusion zones imposed and stick to the inclusion zones for the more high risk prisoners. Random tagging on two or more prisoners takes place on a weekend.

11.7 There has been an issue over the past year in regard to receiving prisoners with very short sentences resulting in not having sufficient time to work with them in the same way as other prisoners; this also affects overall outcomes. Systems have been put in place to recruit prisoners with longer sentences but this is not always possible.

11.8 There were 112 prisoners returned to closed conditions in 2017. The reasons for return were:

• Failed Mandatory Drug Testing	10
• Risk Assessment Board	24
• PS/Drugs	22
• Alcohol	3
• Own request	7
• Breach of ROTL Licence	6
• Assessment Care in Custody Teamwork (ACCT) Management	0
• Security Intelligence	16
• Regime non-compliance	12
• I/P Mobile Phone	7
• Police Investigation	5

11.9 77% of those returned had served 6 months or less at Kirklevington (63% 3 months or less,) and (27% with 1 month or less).

11.10 14 prisoners were released on parole in the last year.

11.11 117 prisoners went to the Home Detention Curfew Board (HDC), 107 were actually released on licence. Of the 10 refused 8 were not supported by Offender Management, 1 not approved by the Governor and 1 likely to Breach.

11.12 There were 4 absconds from the prison in 2017.

11.13 The Visitor Centre now has a Welcome Centre attached for visitors waiting to see prisoners. Prisoners will be given roles in the Welcome Centre such as taking orders for refreshments and booking in visitors to allow visitors more time with prisoners.

11.14 There were 70 prisoners in paid employment at the end of the year.

11.15 All prisoners have a residence on release.

11.16 All prisoners in employment have a bank account on release.

11.17 Security liaise with Holme House to agree a date for the transfer of a prisoner and prepare the necessary paperwork within the time allowed. If the prison was not able to take the prisoner then he would go to Durham or another available prison.

11.18 All exit interviews are carried out by governors. Of those interviewed:

- 98% said the Induction Programme met their needs
- 93% said that their Personal Officer maintained contact with them
- 96% said that staff were helpful with any queries they had
- 98% said that they were treated with respect from staff
- 65% said that they were helped sufficiently to find paid employment/college placements.

## C Section – Work of Board

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- The Board works to a Rota Timetable which is produced up to 6 months at a time. Each member has a rota week and carries out a monitoring visit during that week.
- The IMB clerk notifies the member on duty if there have been any applications submitted and the duty member will come in to deal with them.
- A rota report is completed by the member on duty and circulated to all Board members, IMB clerk and Governor, highlighting any questions to the Governor requiring a response; these are then added to the report and given out at the Board meeting.
- The Board always meets on the first Thursday of the month to which the governor usually attends.
- The Annual Team Performance Review (ATPR) is undertaken in October/November of each year, information from this is collated and fed back to members and any training needs identified.
- Training needs identified from the ATPR as well as other areas such as the new Digital Prison technology are scheduled over the year during the first half hour of the Board meeting. National training is attended as needed as is in-house training provided by the prison for new members as well as on areas such as safeguarding.
- New board members are provided with a mentor and accompany different members on their rota visits until they are deemed to be competent.
- There was a non-suspicious death in custody on Christmas Eve. The chair and vice chair attended the prison and spoke to the officers concerned and a report written detailing all the facts. Immediate steps were taken by the Governor to provide support for prisoners and staff.

<b>BOARD STATISTICS</b>	
Recommended Complement of Board Members	10
Number of Board members at the start of the reporting period	5
Number of Board members at the end of the reporting period	7
Total number of visits to the Establishment	140
Total number of segregation reviews attended	n/a

## D Section – Applications

<b>Code</b>	<b>Subject</b>	<b>Current reporting year</b>	<b>Previous reporting year</b>
A	Accommodation including laundry, clothing, ablutions	1	1
B	Discipline including adjudications, IEP, sanctions	1	
C	Equality		1
D	Purposeful Activity including education, work, training, library, regime, time out of cell	5	5
E 1	Letters, visits, phones, public protection restrictions	2	2
E 2	Finance including pay, private monies, spends	5	3
F	Food and kitchens	1	
G	Health including physical, mental, social care	10	1
H 1	Property within this establishment	1	2
H 2	Property during transfer or in another establishment or location		1
H 3	Canteen, facility list, catalogue(s)		

I	Sentence management including HDC, ROTL, parole, release dates, re-categorisation	2	3
J	Staff/prisoner concerns including bullying		1
K	Transfers		1
L	Miscellaneous	1	6
	<b>Total number of IMB applications</b>	29	27

NB: 'On the hoof' Applications are included in the above figures

22

20