



Annual Report
of the
Independent Monitoring Board
at

HMP Lincoln

for reporting Year
1 February 2017 to 31 January 2018

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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 findings of the Independent Monitoring Board at HMP Lincoln for the period 1 February 2017 to 31 January 2018. IMB evidence comes from observations made on visits, scrutiny of records and data, informal contact with prisoners and staff and prisoner applications.

Main judgements

Are prisoners treated fairly?

Overall it is the opinion of the Board that prisoners at HMP Lincoln are treated fairly and with respect.

This is demonstrated particularly in Reception, and an improved regime on the wings and in segregation.

(see para 5.10,6.3,7.9,7.10,10.4)

Are prisoners treated humanely?

Overall it is the opinion of the Board that HMP Lincoln has a positive emphasis on humane treatment. This is demonstrated by the continuous efforts being made to improve the cleanliness of the establishment, but the Board remains concerned about a number of inadequate shower facilities and the welded windows on C wing.

(see para 7.1,7.3,7.4,7.5,7.8,7.20)

Are prisoners prepared well for their release?

It is the opinion of the Board that the Offender Management Unit (OMU), Lincolnshire Action Trust (LAT), Shelter and Addaction all have processes in place to support the preparation for release and the reduction of re-offending. (see para 8.10 and section 11)

Main Areas for Development

TO THE MINISTER

The Board wrote to the Minister in August 2016 in relation to the ongoing problems and lack of resolution to numerous maintenance and repair issues across the Establishment. The Board was at the time and is still of the view these problems have worsened since the introduction of the Amey contract. This is still a major concern and needs to be addressed with some urgency. (see para 5.12,7.6,7.11,7.14,9.8,10.9)

TO THE PRISON SERVICE

When will the National PMU act on late arrivals at HMP Lincoln as this impacts on the welfare of staff and prisoners and the implementation of First Night Centre procedures? (see para 4.14)

The Board has raised concerns for several years about the welded windows on C wing and the impact this has on prisoners in warm weather. When can we expect this to be resolved? (see para 7.8)

The heating system across the establishment is old and continues to fail and there are underlying problems with the water system in the establishment. What plans are there to address these issues and within what timescale? (see para 7.2, 7.7)

When can we expect the CCTV on E wing to be installed? (see para 4.9)

The Board has raised concerns previously about the physical condition of the CSU. When can we expect the ceiling to be replaced? (see para 6.4)

TO THE GOVERNOR

The level of self-harm remains a concern. What action is being taken to address this in a sustained way? (see para 4.4)

The Board continues to receive complaints from prisoners that the breakfast packs are inadequate. Are there any plans to address this? (see para 7.16)

There is a shortage of wheelchairs which impacts on the mobility of a number of elderly prisoners. (see 5.11)

The main central lift up to the Chapel has been out of order for a significant period of time. (see para 5.12)

There is still an on-going issue of library books not being returned by prisoners when released or transferred which is a concern (see para 9.6)

Improvements

The Board is pleased to report that 2017 was a significantly calmer environment for HMP Lincoln than in recent years. Through on-going better management of the Establishment there were very few wing lockdowns, more predictability to the regime and consequently fewer incidents. The prison officer staffing also improved towards the end of the reporting period. (see para 7.9)

3 DESCRIPTION OF THE PRISON

3.1 HMP Lincoln was mainly built in Victorian times. It is a Category B Local Prison serving the courts of Lincolnshire. It currently holds remand and convicted adult/young-adult male prisoners, including foreign nationals, life sentenced prisoners and prisoners serving indeterminate sentences for public protection

3.2 The prison has four large residential wings, a care and separation unit, chapel, reception area, offender management unit, visits hall, kit distribution centre, gymnasium, workshop block, academy, healthcare unit, gatehouse, pedestrian gate entrance and a number of temporary buildings.

3.3 The average number of prisoners over the reporting period was 648, which is 88% of the operational capacity. HMP Lincoln's Certified Nominal Accommodation (CNA) was 408 and its Operational Capacity (Op Cap) was 729.

3.4 Nottinghamshire Healthcare NHS Trust provided general and mental healthcare. And Addaction provided substance misuse services. The contract for Resettlement services was provided by CRC Purple Futures with Shelter as their Local Provider. Some services continued to be provided by Lincolnshire Action Trust. Education was provided by Novus, a standalone organization within the Manchester College Group. The workshops were staffed by civilian instructors. The Samaritans trained the Listeners and the escort contractor was GeoAmey. The contract for Maintenance services was provided by Amey.

4 SAFETY

4.1 The Safer Prisons Committee met monthly. It was a multi-disciplinary group including representatives from Safer Custody, Security, Mental Health, Healthcare, Addaction, Chaplaincy, Samaritans, Lincolnshire County Council Social Care Practitioner, Prisoner Listener representatives and a member of the IMB who attended the majority of the meetings. The purpose of the meeting was the management of prisoners at risk of harm to self, to others and from others in accordance with the Safer Custody Prison Service Instructions (PSI). Prisoner Listeners reported on prisoner contacts and 'listens', information was shared on Assessment Care in Custody Teamwork (ACCT) books opened and closed. Incidents of self harm, deaths in custody, assaults, violence reduction, constant supervision and safeguarding issues were reviewed.

4.2 594 ACCT books were opened during the reporting period. This is 11 less than reported in the previous reporting period. Efforts continue to be made to improve the management of the ACCT process including the following:

4.2.1 ACCT managers are taken from a pool of operational Band 4's with an allocated primary case manager and a secondary case manager to cover for leave. This facilitates full ownership of each ACCT document allowing for a consistent approach.

4.2.2 72 hour checks on newly opened ACCTs continue to be conducted by Night Order Officers.

4.2.3 The Duty Governor conducts one ACCT management check each day.

4.2.4 The 5 Residential Custodial Managers are now detailed to do 2 ACCT checks per week.

4.2.5 During periods of absence arrangements are now made for the checks to be allocated to a colleague.

4.3 Safer Custody staff had increased by two, one Custodial Manager and an Analyst. The Board was concerned that not all agencies, apart from Healthcare and Mental Health regularly attended the multi-disciplinary reviews. Steps were being taken to address this.

4.4 There were 417 incidents of self-harm reported and of these 314 were reported on the Incident Reporting System (IRS). The high level of self-harm incidents remains a concern to the Board.

4.5 The total number of violence reduction incidents reported during the reporting period on the local Violence Reduction Database was 670. Of these 253 were IRS reportable incidents (fights and assaults).

4.6 The Violence Diagnostic Tool was further developed during the year to provide more information in order to identify any possible trends or potential problems.

4.7. There were 20 incidents of constant supervision during the reporting period. This includes 3 prisoners being placed on constant supervision twice. The total number of days that prisoners were on constant supervision was 222 days.

4.8 There were 3 deaths in custody during 2017. One is believed to be due to pneumonia (linked to legionella); one was a result of being assaulted by another prisoner and one was external to the prison, post release where the former prisoner is believed to have taken an unknown substance.

4.9 Although a business case had been submitted there is still no CCTV on E wing.

4.10 There were 7 Prisoner Listeners at the time of reporting. Many who had been trained during the year had been transferred to enable them to progress their sentence. A further 14 prisoners are in the process of being trained. Listener representative attended most of the monthly Safer Prisons Committee the Insiders were rarely represented as they were constantly moving on.

4.11 No new National Safety Audit was carried out during the year so the Establishment remained on a green rating.

4.12 80% of staff have received the Five Minute Interval (FMI) training. Staff collect body worn cameras as per the designated list at the gate.

4.13 Generally the reception procedure is considered to be safe and free from violence. Vulnerable prisoners are segregated and made to feel secure during this process. Although the journey to the prison is made in restricted accommodation, if they have to travel far the prisoners are given food and drink and allowed to visit the toilet should they need to.

4.14 The Reception unit is very clean and a well managed area. The establishment does not lock out until 8pm unlike other establishments in the region that lock out at 7pm. This situation therefore still results in prisoners being brought to the prison after 7pm meaning late finishes (sometimes up to 11pm) for the staff and delays in processing prisoners.

4.15 Prisoners' property is dealt with efficiently upon receipt except that some large parcels can be held up until Reception staff have the time to sort them. Property appears to follow prisoners rapidly after a move from Lincoln, but the Board frequently receives applications from prisoners that they have not received their property from a previous establishment.

4.16 The reception process has been improved by the presence of a member of Healthcare working full time in Reception, who see and assess all prisoners before they are taken to the wing and ensure that other agencies see them the following day if required.

4.17 Reception staff engaged with all arriving prisoners and had meaningful conversations to identify any issues. This can sometimes be challenging as, recently, the prison roll has been low and the prison can receive a number of out of court prisoners late in the evening.

4.18 It is currently normal procedure to take all medication from all prisoners upon their arrival, which is then reviewed by Healthcare staff the following day. This causes some prisoners anxiety and the review can sometimes be delayed if arrivals are at the weekend. Consequently this procedure is currently being referred to Healthcare for review.

4.19 A visit was made by the Operational System and Assurance Group during the period and they were pleased with the improvements in the First Night Centre.

5 EQUALITY AND FAIRNESS

5.1 A member of the Board attended the meetings of the Equalities Committee and reported issues to the Board. However these meetings were often poorly attended. Equality prisoner representatives were in place on each wing but their attendance at the Equalities Committee was variable. The Equalities Committee is chaired by the Governor of the Establishment.

5.2 All Governor grades have been allocated a protected characteristic to lead on. An equality report is included in the monthly Functional reports to the establishment Senior Management Team meeting.

5.3 Around 10 -11% of the establishment prison population comprise foreign nationals from a wide range of countries with up to about 50% at any one time from outside the EU. There is a need for more communication aids for these prisoners.

5.4 Among the foreign nationals held in Lincoln, there was, as in previous years, a small number who had served their sentences but could not be released pending agreement from the immigration authorities.

5.5 There are a high number of prisoners who on arrival do not disclose their preferred gender and it might be worth looking into this further.

5.6 The First Night Centre has been the subject of major redecoration. This work was undertaken by prisoners. A number of “inspirational” messages have been painted on the walls for the benefit of new arrivals to the prison.

5.7 The majority of religions amongst prisoners were catered for and a wide range of religious festivals celebrated. Festival food was provided and information displays and chapel activities have helped to promote tolerance and understanding.

5.8 The Chaplains see 100% of prisoners in induction and visit 80% of prisoners on ACCT documents 80% prior to release.

5.9 Approximately 40% of prisoners took part in one type of chaplaincy activity. There are also three prison visitors who see between 8 and 16 prisoners each week.

5.10 The Board commends the hard work of the chaplaincy throughout the year to bring help, advice and comfort to prisoners of all faiths and to those with none.

5.11 The prison population includes a number of elderly prisoners for whom regular access to outdoor exercise and fresh air was not always possible because of a shortage of wheelchairs. There are also only a very small number of cells across the establishment that are suitable for disabled prisoners.

5.12 As reported last year the main central lift is still out of order which prevents those men with mobility problems accessing the Chapel.

5.13 About 25% of prisoners at any one time were identified as having a disability of which roughly a quarter had mental health issues.

5.14 The Board receives very few applications from prisoners relating to equality issues.

6 SEGREGATION/CARE AND SEPARATION UNIT

6.1 HMP Lincoln has a nine cell segregation unit which is locally referred to as the Care and Separation Unit (CSU). The main reasons for segregation at HMP Lincoln were for Good Order or Discipline (GOOD) or for Own Protection. The Segregation Boards at HMP Lincoln are termed GOOD reviews and a member of the Board attended each review and was required to say whether they agreed with the decision to continue to segregate a prisoner.

6.2 The CSU continued to implement effectively the revised national policy for the review and authorisation of the continued segregation of prisoners beyond 42 days.

6.3 The Board is of the view that the day to day management of the CSU and care of this difficult cohort of prisoners by the prison officers is of a high standard.

6.4 The Board continues to have concerns about the physical condition of the CSU. It was understood that in 2015 there had been consideration nationally of the need to look into the feasibility and cost of refurbishment of the ceiling of the unit. The ceiling has still not been replaced.

6.5 The full complement of nine cells has not always been available with one or more cells out of use due to damage on a regular basis

6.6 The Special Accommodation Cell remained not fit for purpose throughout the year and was unavailable for use.

6.7 The concerns raised in previous years about the lack of heating in the CSU cells appear to have been resolved.

6.8 During the reporting period there have been a number of very difficult to manage prisoners who had been located in segregation beyond 42 days and the Establishment finds it difficult to transfer out this type of prisoner. In the last 3 months of the reporting period however there were no prisoners with a long length of stay.

6.9 The Segregation, Monitoring, Advisory and Review Group (SMARG) met quarterly throughout the year to review the use of segregation. A member of the IMB attended the meetings held.

6.10 The Adjudication Standardisation meeting met quarterly during 2017 and reviewed the outcomes, a breakdown by wing, ethnicity, outstanding adjudications and a review of individual Governor outcomes. This meeting was attended by a member of the IMB.

6.11 The total of adjudications for 2017 was 3597, an average of approximately 300 per month, but there was a decrease over the last few months. This was believed to be due to adjudication liaison officers now being more confident in advising staff of the best procedure to follow. By the end of the year the average number remanded was 35% with the amount proven or dealt with back in line with the previous year. By the end of the year there was also a significant reduction in outstanding adjudications. The Deputy Governor also separately undertakes a 10% random sample check of adjudications held to identify learning required.

7 ACCOMMODATION (including communication)

7.1 The cleanliness and general appearance of most of the accommodation and recreational areas have improved significantly over the reporting period owing to an on-going programme of painting and increased emphasis on cleaning and rubbish collection. This is particularly true of the First Night Centre where there has been noticeable improvement. Overall though the condition of the cells across the Establishment is mixed, with some good and some less so, but improvement is continuing.

7.2 Following the death of a prisoner in custody it was reported that he died from a legionella infection. Subsequent investigations revealed that legionella was present in the water system in the establishment. This investigation was led by Public Health England and the Health & Safety Executive (HSE). At the end of the reporting period this continued to be an ongoing issue.

7.3 Notwithstanding the issues arising from the legionella incident, the condition of the showers has given rise to far fewer concerns this year. Though the Board fears that the lack of basic shower cubicles and state of the toilets on C wing impacts on residents with personal or confidence issues and so does little to encourage effective hygiene. Moreover, the cleaning products available are not considered to be strong enough, especially for the toilets. The showers on B4 landing have been out of use for a long time because of inadequate water pressure.

7.4 New and more robust association equipment have been introduced recently on the wings. This has improved the living environment for prisoners and has been well received.

7.5 The cleanliness of outside areas has improved due to the concerted efforts by the establishment to discourage prisoners from throwing rubbish and other items from cell windows although it remains an on-going issue particularly in the area between C wing and the CSU building. Pest control measures have markedly reduced the incidence of rat and cockroach infestation but the problem persists.

7.6 A major issue for the Board is that it continues to be concerned about the lack of resolution of the numerous repair and maintenance across the establishment that results in prisoners having to put up with unacceptable living and working conditions. Temporary repairs are also not always addressed with a permanent fix. As previously reported, the Board is of the view these problems have worsened since the introduction of the Amey Contract.

7.7 The heating system across the establishment is old and continues to fail from time to time. In colder months prisoners and staff complain about the cells and offices being cold.

7.8 The Board has raised concerns for several years about the welded windows on C wing and in warm weather these cells are unpleasantly hot. These cells have never been taken out of use and the capital expenditure to replace the windows has still not been made available.

7.9 Regime management has improved over the reporting period. Revised core day arrangements have resulted in few wing lock-downs and given the regime more predictability. Prisoners normally get their full entitlement of exercise. During the year two wings have shared one exercise yard whilst one of the exercise yards was occupied by a temporary catering facility, but this arrangement has not caused problems.

7.10 The management of cell spaces has greatly improved with refusals to share being robustly but fairly handled. The induction programme has improved with documentation in several languages.

7.11 The timely repair of wing washing machines has continued to be a problem with machines not working for long periods.

7.12 Prisoners have ready access to telephones.

7.13 The replacement of the kitchen floor commenced in the latter months of the year and a temporary catering facility has been erected in one of the wing exercise yards. This resulted in a number of logistical problems to be resolved in order to maintain service delivery to the wings. This was well planned and executed by the Catering Manager and her team and there were very few issues raised by prisoners.

7.14 In the first half of the year there were long delays in repairing faults and breakages of equipment but the provision of the temporary catering facility has significantly enhanced working conditions and the maintenance of good hygiene standards. However although the floor in the main kitchen is being replaced the tiled walls are in a poor condition.

7.15 The kitchen is managed to a consistently high standard in spite of staff shortages. The food is good and varied and the requirements of many religious denominations and health factors are catered for. Meals, both hot and cold are served on time and in adequate quantities.

7.16 Complaints to the Board about the food are rare with the exception that the breakfast packs are inadequately small. They are also issued the day before and frequently eaten that night.

7.17 Kitchen workers are properly and hygienically attired though changing facilities badly need to be updated. There is no separate changing facility for female kitchen staff.

7.18 The laundry is processed by HMP Ranby. It is counted by type and taken by weight, but on return it is frequently reported to be short, in worn or damaged condition and not as sent.

7.19 Kit provision to prisoners is normally adequate.

7.20 Staff prisoner relationships are generally positive and supportive. The gradual increase in staff numbers has enabled prison officers to spend more time with and getting to know individual prisoners. However by May of 2018 more than 50% of Prison Officers will have less than twelve months experience.

7.21 Prisoners have access to their legal rights and are advised appropriately.

7.22 The Facilities List is readily available and prisoners have access to canteen and mail order catalogues. This has recently been improved following suggestions by wing representatives at the Prisoners Representatives Group.

7.23 Communication of information to prisoners is facilitated by means of notices on boards or issued to individuals, or in an emergency by Prison Officers. This is generally clear and sufficient though not always followed up.

7.24 There are Prisoner Advice Desks on each wing that also disseminate a wide range of useful information and the prisoners who run these desks say they are well used by prisoners on the wings.

7.25 The establishment went smoke free from 29 January 2018.

8 HEALTHCARE (including mental health and social care)

8.1 Nottingham Healthcare Foundation NHS Trust provided general and mental health services to the Establishment. Addaction has recently renewed its contract to continue to provide drug and alcohol treatment services.

8.2 Throughout the year the service provider has continued to try to fill nursing vacancies but still remains understaffed. The number of patients seen and treated remains high despite this. Recruiting staff has been hampered by the slow vetting process that is beyond the control of the Establishment. This problem has been raised at regional level and efforts continue to support healthcare with local initiatives.

8.3 The number of DNA's (did not attend) appointments, remains low and staff followed up missed appointments to find the reason for non-attendance.

8.4 Dentistry and optometry are reasonably catered for in the appropriate surroundings providing privacy and courtesy.

8.5 The delays in prisoners being seen by nursing staff in Reception has been successfully addressed with a nurse now being part of the reception process. Prisoners arriving 'out of hours' are seen within 24 hours as a priority.

8.6 The establishment has a high number of prisoners with mental health problems who appear to be well managed by the mental health team. Owing to continuing staffing problems they are often under considerable pressure. There is no mental health team member available at night or weekends to support officers dealing with prisoners with mental health problems.

8.7 The rules governing the use of restraint by officers escorting prisoners at hospital have been changed and now direct greater discretion, putting the care of the prisoner first.

8.8 The establishment became smoke-free in January 2018. The introduction has been well managed in phases with prisoners and staff given appropriate encouragement and support to stop smoking. 'Vapes' and patches continue to be available for those who need them. Legal highs have become a replacement for tobacco in some instances.

8.9 A robust Drug Strategy was implemented earlier in the reporting period but the availability and use of 'legal highs', or PS (psychoactive substances), remains and causes additional pressures on nursing staff as well as officers.

8.10 Addaction has implemented art therapy sessions in conjunction with Nottingham University and continues to provide recovery support (Transform) on C4 wing. 108 prisoners (9 courses) took part in the recovery programme with a completion rate of 86%.

8.11 Healthcare staff fulfilled their vital role in the rapid and proportional response to the recent discovery of Legionella at the establishment particularly in relation to the heightened anxiety of prisoners and staff and monitoring those believing that they were showing symptoms of illness.

8.12 The prison regime provides physical exercise by enthusiastic and well-trained officers. Staff also have access to gym facilities and are encouraged to use them.

8.13 Healthcare hold a Patient Forum meeting every other week for prisoners to voice opinions, suggestions and concerns and suggestions have been made to improve the complaints process.

9 EDUCATION AND OTHER ACTIVITIES

9.1 Education was provided by Novus, a standalone organisation within the Manchester College Group. For most of the year the department was again overseen by the Department Administrator but a new Education Manager was appointed later in the reporting period.

9.2 There are currently 180 part time places available with attendance either morning or afternoon. Attendance was variable throughout the year but did improve to 80% by the end of the year.

9.3 A range of courses are provided although there are waiting lists for some courses such as ESOL (English for Speakers of other Languages). Classes are of mixed attainment and class sizes vary between 8 and 10 according to the needs of the class. Mathematics and English are compulsory to Level 1. Prisoners from the main wings and vulnerable prisoners are taught separately.

9.4 Still there is not always enough time for prisoners to complete an entire course as they are moved on to other Establishments. The Department does however provide some modular learning which allows prisoners to study individual units that are transferable and recognized if a prisoner is transferred or their sentence is completed.

9.5 Initial education assessments of prisoners identify learning needs in terms of Mathematics and Literacy. The contract for the National Careers Service finishes at the end of March 2018. Their role has been to support action plans once career aspirations have been established and matched to courses and activities available.

9.6 Two Libraries are in place with a wide range of books and CDs and they are well used by prisoners. Distance learning is also available. There is an ongoing issue of books that are not returned to the Library when prisoners are transferred or released, or are dumped in a bin. This is happening on a weekly basis even though the books are clearly marked from the Library. This means quite often that books in high demand are not available to other prisoners and there is also the cost of replacement.

9.7 At present the libraries only have one prisoner orderly out of a complement of three with ongoing problems recruiting to the vacancies.

9.8 There are a number of outstanding repairs including a desk since August 2017 and other repairs including the need to take down shelves so that damp can be looked at.

10 WORK, VOCATIONAL TRAINING and EMPLOYMENT

10.1 The table below indicates the number and type of work places available to suitable prisoners in the planned activity profile

Workshop Name	Prisoners employed	
	Number full time	Number part time
Workshop 1 -KDC	12	16
Workshop 2 - Textiles	40	40
Workshop 3 - Tailors	25	30
Workshop 4 - Multi Skills	25	30
Gardens Party Green Band	6	
Kitchen	25	
Library Orderly	2	
Academy Cleaner	2	
FNC Orderly	2	
Reception Orderly	4	
Gym - Orderly	5	
Induction Programme		25
Domestic Party (Bins/Waste Management)	8	
Barber (A, B, C, E wings)	4	
Cleaner (A, B, C, D, E wings)	40	
A B C E Wing Laundry Orderly	6	
Wing Painter (A, B, C, E wings)	8	
C Wing Servery Worker	8	
Hospital Orderly	1	
E Wing Servery Worker	8	
Recreational PE	10	
Gym - Employed PE	12	
Courts	29	
D wing BICs	10	
Prisoner Advice Desks	8	
Taste Buds (Visits)	3	
Sub Total	303	141

Total	444
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10.2 The total number of workspaces was 444 compared with 420 the previous year

10.3 The Tailors workshop continues to produce jogging bottoms and the Textiles workshop produces for HMPS and also does a certain amount of embroidery. The Multi-skills workshop continues to produce jogging bottoms and towels. The Kit Distribution

Centre deals with the dispatch and receipt of clothing processed by the laundry at HMP Whatton. The return rate of clothing has improved considerably since the change of provider in year from HMP Ranby

10.4 The time out of cells has improved considerably from the last reporting period. Wing lockdowns have fallen significantly and the regime is only curtailed for staff training days that happen for one day per month

10.5 Industrial cleaning now has its own dedicated area (the old D wing) and works to the standards of the British Institute of Cleaning and offers recognized qualifications. One of the instructors has successfully completed a Bio-hazard course which can now be offered as additional training. Plans are currently being pursued to provide more meaningful work for prisoners.

10.6 Productivity is clearly set out on notice boards within the workshops showing the expectation of how many items should be made, notably Multi-skills (30 items), Textiles (60 items) and Tailors a similar number to Multi-skills. The Workshops are not a particularly popular area of work but Textiles is the most productive. This workshop is solely for Vulnerable Prisoners and they had already completed their target for the final quarter of the year by the beginning of the final month.

10.7 The 80% target for worker attendance is 24.3 hours per prisoner per week (95.4 hours/day) per allocated workspace. This was consistently running at 82% over the last reporting period.

10.8 Staff shortages have impacted on performance again but is expected to improve in the near future with the recruitment of two more workshop instructors. At the end of the reporting period there were 10 instructors, 6 PE staff, 6 Managers (of varying grades) and 2 administrative assistants.

10.9 Unfortunately perhaps the biggest impact on work and employment activity has been the backlog of maintenance issues accrued by the Contractor, Amey. Replacement windows requested over one year ago have still not being fully fitted. There is not complete CCTV coverage in the workshops. The key worker interview cabins, whilst having arrived on site, still have not been fitted out. A tea boiler has been on order for 6 months. The Kit Distribution Centre is without lighting.

10.10 In the near future various groups including the Department of Work and Pensions, Lincolnshire Action Trust and Shelter will all be accommodated in the same area, which should aid the information sharing of prisoner rehabilitation requirements.

11 RESETTLEMENT PREPARATION

11.1 The contract for Resettlement services was provided by CRC Purple Futures with Shelter as their main provider. Shelter see all men coming into prison within 8 days and 12 weeks prior to release. Before they are released an individual pre-release plan is prepared.

11.2 In Lincoln 60% of the prisoners have a stay of 12 weeks or less. This includes working with those with a prison sentences of up to two weeks, which is more difficult because of the time scale. This in an improvement on last year, when it was stated that for men with short sentences of up to two weeks, there was not enough time to help them prior to release.

11.3 Shelter support 'Through the Gate' process and follow individuals for 12 weeks. Shelter are audited regularly in terms of induction and pre-release measures. Their overall audit resulted in the improved mark of good this year.

11.4 They provide information and support with housing, health and wellbeing issues, employment and debt advice.

11.5 In January 2018 the Basic Custody Screening Tool (BCST) was 99% complete, prior release interventions 92%. Home Detention Curfew (HDC) is ongoing and the released into accommodation 66%. Discharge/Resettlement Boards look into the needs of the prisoner 4 weeks before release.

11.6 Lincolnshire Action Trust (LAT) were contracted to deliver the First Centre including the Departure Lounge and Release support CF03 (Employability Project), Move, (Moving on into volunteering and Employment), and the Money Mentor project and 'Being a Dad' courses. In 2017 for the First Centre there were 474 new contact adult inductions for visitors. There were 3078 adult visitor's supported and 3572 children visitor's supported. During the year there were 11 'Being a Dad' courses with 62 participants of which 58 were completed.

11.7 LAT also liaise with other relevant services to support families as and when required. They offer to liaise with schools about prison experience and expectations.

11.8 The CF03 Employability project helps men to return to the community and work and is undertaken when they have between 6 months and 2 years left to serve. This is a national project and so can continue if the prisoner is transferred to another Establishment. CF03 includes a range of support including money management, accommodation support and employability

11.9 LAT also provide support on release through help with attending appointments and to contact relevant services and encourage individuals to help themselves. LAT, Shelter and the National Careers Service (NCS) actively promote their services to prisoners through leaflets on the wings

11.10 Families continued to make use of the Departure Lounge through which prisoners are released. This facility is managed by LAT and allows prisoners to meet their family out of the public eye. There are 2 waiting areas for family and friends to use. Activity packs, books and toys are provided for the family to enjoy during visits.

11.11 LAT are continuing to explore other means of funding the previously successful SPARC (Supporting People after Remand or Conviction) service which ceased at the end of March 2017 as it was due to recommence as SPARC Plus in October 2017.

11.12 The NCS worked closely with LAT and Shelter and provided employment advice. During the year they exceeded their targets for both customer management and satisfaction although output targets were not met because of lack of staffing capacity. In the last year 60 prisoners have gone into employment on release. From the end of July 2017 the NCS did not have a presence at the induction of new prisoners due to cuts in their budget. We understand that as from April 2018 the contract for the NCS work with prisons will cease nationally.

B Section – Work of Board

1 Members of the Board visited areas of the prison each week on rota. Good practice and concerns were noted and reported in writing. The report was sent to all members each week and was read by the Governor who commented on the issues prior to the monthly IMB Board meetings

2 Written and verbal prisoner applications to the Board were collected weekly and processed within seven days. The Board monitored the trends in applications and rota visit reports and frequently occurring problems were raised with the Governor and added to the Issues Log (see 7 below)

3 Board members were allocated areas within the prison to provide closer monitoring and to alert colleagues to problems or issues of concern. The Board attended a range of prison meetings, IMB and prison staff training events, inquests and special and seasonal events

4 The Board undertook an Annual Team Performance Review during the year

5 The Chair attended Area IMB Chairs meetings and the IMB National Council Representative attended a meeting of the Lincoln Board

6 Three members of the Board took a year sabbatical during the reporting period and resigned at the end of the year. Four new members were recruited although one resigned shortly after starting for health reasons. Despite this turnover of members throughout the year the Board was able to maintain a membership of 11 by the end of the reporting period. The Board retained its commitment, teamwork and high morale.

7 An IMB Issues Log was maintained by the Board. These main concerns were given a Red, Amber or Green rating (RAG) and raised with the Governor until resolved.

BOARD STATISTICS	
Recommended Complement of Board Members	15
Number of Board members at the start of the reporting period	11
Number of Board members at the end of the reporting period	11
Total number of visits to the Establishment	400
Total number of segregation reviews attended	107

C Section - Applications

Code	Subject	Current reporting year	Previous reporting year
A	Accommodation including laundry, clothing, ablutions	16	24
B	Discipline including adjudications, IEP, sanctions	4	8
C	Equality	1	6
D	Purposeful Activity including education, work, training, library, regime, time out of cell	12	18
E 1	Letters, visits, phones, public protection restrictions	18	11
E 2	Finance including pay, private monies, spends	5	11
F	Food and kitchens	6	3
G	Health including physical, mental, social care	44	46
H 1	Property within this establishment	39	49
H 2	Property during transfer or in another establishment or location	13	14
H 3	Canteen, facility list, catalogue(s)	10	9
I	Sentence management including HDC, ROTL, parole, release dates, re-categorisation	22	19
J	Staff/prisoner concerns including bullying	8	19
K	Transfers	41	36
L	Miscellaneous	38	44
	Confidential applications to the IMB Chair	59	49
	Total number of IMB applications	336	387