



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

**HMP STYAL**

for reporting Year  
1<sup>st</sup> May 2017 – 30<sup>th</sup> April 2018

Published  
September 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.

## **2. EXECUTIVE SUMMARY**

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### **Introduction**

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This report represents the findings of the Independent Monitoring Board for HMP/YOI Styal for the period 1 May 2017 - 30 April 2018. Evidence to support the findings comes from a variety of sources, including prison records and data, observations made by Board members during visits to the prison, conversations with prison staff and with prisoners and applications made by prisoners to the Board.

### **Main judgements**

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#### **Are prisoners treated fairly?**

The view of the board is that prisoners are, overall, treated fairly in the prison, although the small number of women with poor English are at a disadvantage at induction (Section 5.3).

#### **Are prisoners treated humanely?**

The view of the board is that prisoners are treated humanely by staff in the prison. However, conditions are adversely affected by the poor state of the buildings (Section 7.1-7.6, 9.5).

#### **Are prisoners prepared well for their release?**

The Board considers that this is one of the strengths of the prison.

### **Main Areas for Development**

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#### **TO THE MINISTER**

The serious issues regarding the state of accommodation and lack of effective maintenance need to be addressed as this is adversely affecting the otherwise excellent work of the staff of the prison. Lack of maintenance is leading to longer term problems with buildings and the extremely high estimates for subsequent repairs are concerning. It is the view of the Board that unless these issues are addressed as a matter of urgency, the long-term future of the prison buildings is at risk. (7.1 – 7.6 and 9.5). Will the Minister instigate a review of maintenance of the prison?

#### **TO THE PRISON SERVICE**

There are too many prisoners with severe and enduring mental health problems and complex needs which are not appropriately dealt with in a prison. These women have their needs attended to by staff with no specialist qualifications. The work staff do is remarkable but these women should be in a specialist facility. (8.14 -15)

## **TO THE GOVERNOR**

The Board has an excellent relationship with the Governor and senior staff in the prison. The Chair meets monthly with either the Governor or Deputy Governor and one of them attends the monthly Board meeting. Any issues are dealt with as they arise.

### **Improvements**

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The Board is pleased to note that preliminary work on the new gate and visitors' centre has begun.

The Board is also pleased that times and dates for CSU reviews have been standardised to facilitate attendance of Board members.

The Board is pleased to note that staffing levels in the prison have improved as this was an issue highlighted in the 2016 -7 report.

### 3. DESCRIPTION OF THE PRISON

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HMP/YOI (Her Majesty's Prison and Young Offenders Institution) Styal is a closed female establishment. It consists of 14 stand-alone houses accommodating approximately 20 women in each, including a community house for women with Release on Temporary Licence (ROTL) enabling them to work in the community, a drug recovery house, a Mother and Baby Unit, which accommodates up to 9 women and 10 babies, and a further house which has been adapted to accommodate women with disabilities. In 2015 Bollinwood House, with accommodation for up to 25 women living in open conditions, was opened outside the prison fence. The prison also has a cellblock with two wings used for remand, detoxing and women with discipline issues. There is a ten bed Care and Separation Unit used to house women whose behaviour is such that it makes them unsuitable for housing in other areas of the prison. Prisoners can also be held here for their own safety. Women are usually in this unit for relatively short spells only. The Dove unit accommodates up to 10 women, often with complex needs, who would find difficulty, if only temporarily, if housed in main residence.

HMP Styal, when fully operational, holds up to 486 female prisoners, who may be on remand, immigration detention or serving sentences ranging from 5 days to life. Approximately 35% of women are serving sentences requiring a prison stay of less than 3 months. On average 22 women (4.7%) are in Styal having been recalled following a breach of their licence conditions.

The provision of healthcare is contracted to Spectrum Community Health CIC, with mental health services provided by Greater Manchester West NHS Mental Health Foundation Trust and social care by Key Care. Psycho-social drugs and alcohol services were, in the period covered by this report, provided initially by Lifeline, before being taken over by Spectrum. Education services are provided by Novus (Manchester College). Family Action run the Mother and Baby Unit. Phoenix Futures provide family services, including running the Visitors' Centre. The contract for works within the prison is held by Amey. The Community Rehabilitation Companies (CRC) working in Styal are Shelter and Achieve (part of Cheshire and Greater Manchester CRC). Until 1st March 2018 library services were provided by Cheshire East Council; these have now been taken in-house.

## 4. SAFETY

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4.1. Very appropriate care and support is given to new admissions through Reception and on to the First Night Centre. Both units make good use of peer mentors in supporting the new admissions. The Prisoner Escort Records (PERs) accompanying new admissions are completed appropriately for women who will not present with health or social care needs later. A small but increasing number of women coming into Styal has complex needs. Their admission to Styal is often not helped by a lack of handover information. This can cause delays in the continuity of care and adds to difficulties in managing their, often volatile, behaviour, which causes a disproportionate amount of disruption for both staff and prisoners. The limited availability of appropriate accommodation to meet their needs within Styal exacerbates difficulties. A Safer Regime-led multi-disciplinary approach plans a course of action to best support such women.

4.2. Drug finds over the year have been fairly stable, with a peak in March when extra resources were available for searches. Positive Mandatory Drug Test results were just above target, but it seems that various initiatives, notably the Internally Secreted Drug Protocol, whereby women with recent evidence or intelligence of secreting drugs are sent to the Care and Separation Unit (CSU) on admission, are having some effect on the availability and use of drugs within the prison.

4.3. Acts of self-harm increased further from the previous three-year high figure of 1236 in 2016/17 to 1418 for this reporting year, despite ACCT procedures being used generally effectively, in the Board's view, . A very small number of women is responsible for a disproportionate number of such incidents; in most months in the reporting year no more than 6 individuals were responsible for well over half of such incidents. Various activities and interventions are available to women who self-harm, but they cannot be compelled to participate in them.

4.4. The number of acts of violent behaviour has remained broadly constant over the year. Violent conduct by prisoner on prisoner is mainly related to drug and relationship issues.

4.5. There were two deaths in custody during the year. Both were apparently from natural causes. The inquests are yet to be held, as is the inquest on a death in custody in October 2016. The Board's observations on both occasions in the reporting year were that prisoners, staff and families affected were appropriately supported.

4.6. A smoking ban was introduced in 2017 with no major issues.

### Safety Quarterly Statistics 2017/18

	May- July	Aug-Oct	Nov- Jan.	Feb- April
Average Population	466	471	465	450
Daily Average Number of ACCTs	29	29	31	34
No. of Self - Harm Incidents	330	233	311	475

Average No. held in CSU	8	6	6	6
Average No. Adjudications	142	132	139	173
Average No. of Assaults				
Prisoner on prisoner	4	8	7	7
Prisoner against staff	3	2	5	3
Frequency of use of Force	6	7	8	8
Deaths in Custody	0	0	1	1



## 5. EQUALITY AND FAIRNESS

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5.1. There is no equality officer at present.

5.2. All first-time entrants are given an induction by peer mentor orderlies in the First Night Centre and a copy of "A Rough Guide to HMP Styal". However, a reasonable level of literacy and support is required to read and understand the 'Rough Guide'. In addition, some of the women are in shock and afraid and may need time to absorb its contents. Not all prisoners are given a copy to keep.

5.3. Non-English speakers are disadvantaged at induction and possibly break rules because they have not understood the regime. They need access to better and more translators other than The Big Word telephone service. The Board is concerned that the prison relies heavily on other prisoners to translate. There are very obvious issues (for example, of confidentiality and of accuracy) with this practice.

5.4. Women are informed about complaints forms and DIRFs (discrimination incident reporting forms) and where these are obtainable in the "Rough Guide". However, it is clear from conversations with the women, and from applications to the Board, that prisoners are often confused about complaining.

5.5. Foreign nationals can request a visit from the Immigration Service; Immigration Service staff visit the prison monthly.

5.6. The Gym is an area of good practice as there is induction information in many languages as well as pictorial guides which help those women with language, literacy or learning deficits. Also, in addition to open activities, it provides sessions for different groups, including mature women and women with mental health issues, and rehabilitation sessions to meet the needs of those with temporary or lasting disabilities.

5.7. All visits to prisoners must be booked and these take place in a designated area where there is adequate seating and areas for children to play. Women who have children can have them visit on Saturday and/or Sunday mornings. Family days are, since the new contract came into effect at the end of 2017, held monthly and babies resident in the Mother and Baby Unit can be handed out to a parent/guardian by prior agreement. Women also keep in touch with their children and families by telephone.

5.8. Many prisoners do progress on the Incentives and Earned Privileges (IEP) scheme and on the whole, this appears to be fair but, perhaps unsurprisingly, there are often disputes when privileges are lost. Some women complain about access to the better paid jobs and claim recruitment is unfair, but they are rarely in possession of the full facts and the Board's view is that on the whole allocation of jobs is equitable and takes into account the needs of those with protected characteristics wherever possible.

## **6. SEGREGATION/CARE AND SEPARATION UNIT**

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6.1. Average numbers in the Care and Separation Unit (CSU) have remained fairly stable over the reporting year. The Board is informed within 24 hours of new arrivals to the unit, but there have continued to be some difficulties with timely information about reviews. Reviews have been held within 72 hours of admission, or of a decision to hold a prisoner under R45/49. However, this can mean that reviews are held at weekends, when Board members, and others whose presence would be beneficial, are much less likely to be available to attend. Changes have been introduced, in June 2018, whereby reviews are to take place on set days in the week, which should address this issue.

6.2. Conditions in the unit are generally acceptable, although the exercise yard is rather grim. Efforts to deal with poor ventilation in the shower, causing constant problems with mould, have been inadequate and the problem persists. As noted in last year's report, the minimum staffing level of one officer is below the usual number required to unlock a prisoner, which is two, with consequent difficulties at times.

6.3. Over the reporting year, five women have spent between 31 and 42 days on the Unit under Rule 45 or Rule 49. A sixth woman arrived on the Unit under this provision on 7 November and, despite several unsuccessful efforts to begin a return to normal location, remains there at the time of writing, with appropriate authorisation. The Unit is not ideal for anyone to spend more than a few days. Efforts are always made to move women to other locations, usually the wing or the Dove unit. Where women have stayed, this is because their behaviour has been such that moving is not an option.

6.3. SMARG (Segregation Management and Review Group) meetings take place quarterly, considering relevant and up-to-date reports.

## **7 ACCOMMODATION (including communication)**

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7.1. There are so many issues over accommodation that the whole of this report could have been taken up by this section alone. There is currently a long list of projects which require completion, most of which are required to ensure some aspect of the health and safety of those living and working within the prison.

7.2. In the financial year just ended 42 projects were approved, to a value of approximately £750,000. Of these, 21 have been completed or are in the process of completion. The remaining 21 have not been started, and £375,000 has therefore been returned unspent to the Ministry of Justice. The Board has seen nothing to suggest that the prison management is in any way responsible for this; indeed, in the Board's opinion, senior managers and staff are going out of their way to try to mitigate the worst effects of the lack of funding and failure to complete essential works.

7.3. The effects of the lack of timely investment and failure to complete projects include, for example, widespread damp in buildings. One cell in the Complex Needs Centre, the Dove Unit, which is often under pressure to accommodate all the vulnerable women who could benefit from its facilities, was unusable for many months due to damp. The dining room in the First Night Centre was similarly unusable on wet days for many months, as a problem with the gutter meant that water flooded into the room. As there are no resources to do a proper repair, a 'temporary' repair has been carried out. The affected wall has dried but the suspicion remains that there is lasting damage. Similarly, another gutter, which like many on the site had not been properly cleaned or repaired for some years, was leaking into the gym, where the wall became very damp and the floor started to lift. Had the gutters been properly maintained, or timely repairs carried out when a problem first occurred, damage, and additional expense, could have been avoided. The roof of one of the houses had a leak which went unrepaired, causing a bathroom ceiling to collapse, fortunately at a time when the bathroom was unoccupied. It took almost a year to repair the roof and clear the bathroom, which now requires repairs and refitting.

7.4. Windows in the Victorian buildings are original, and some are rotted right through. A quote from Amey, who hold the contract for maintenance at the prison, for refitting windows in three of the houses (not including the cost of frames or glass) was an almost unbelievable £160,000. It was initially approved but was one of the projects not started in the year. Meanwhile, women in one house have a choice of bathing facilities: a shower in which the shower head is defective, and the tiles were repainted some years ago with the wrong paint, so that anyone using the shower is covered with flakes of paint; or a bath, the window frame over which has a hole through to the outside.

7.5. Toilet doors in the Education block have been on the essential replacement list for over 2 years. The replacement quotation from Amey for 4 toilet doors and 1 external door is £10,000.

7.6. Amey has a target of 90% achievement of targets for response times for categories of maintenance including emergency repairs. These targets are routinely missed by on average 12%.

7.7. On the plus side, preliminary work has commenced for the construction of a new main gate and visitors' centre. This is a project which has been repeatedly delayed for a number of years.

7.8. The quality of food served to prisoners has been enhanced by the establishment of a Catering Sub Committee which is attended by senior kitchen staff and representatives of prisoners from across the prison. Meetings are lively with issues being fully aired. There are, however, ongoing issues over the quality of food provided by the supplier.

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

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8.1. Spectrum Community Health continues to take the lead for healthcare within the prison. Greater Manchester West Mental Health NHS Foundation Trust provide mental health services.

8.2. Since the last report, Spectrum have taken over the Drug and Alcohol Recovery Service (DARS) from Lifeline and integrated the team into the clinical substance misuse service.

8.3. The majority of healthcare services found in the community are available in the prison, including dentistry, physiotherapy, optometry, podiatry and pharmacy services.

8.4. Although waits for appointments are generally in line with those in the community, the fortnightly optometrist half day sessions mean that the women sometimes have a considerable wait to be seen. Slots for urgent appointments have recently been introduced which should improve the service.

8.5. Turnover of staff continues to impact on the delivery of healthcare services, including mental health. Recruitment drives are ongoing, but the process can be lengthy and not always successful, often resulting in the need to rely on long term agency staff.

8.6. Prisoners' opinions of the standard of care and treatment they receive are regularly sought and indicate a significant level of satisfaction, although some women have been negative about medicines management. Women on Waite Wing have experienced problems due to the regime changes following benchmarking. As noted in last year's report, staffing issues meant that methadone has been dispensed in the evenings. Women have had a relatively short period of time to queue for their meals and medication and carry out their ablutions. In response, the dispensing of methadone is has been moved back to the mornings from June 2018.

8.7. Some women also reported experiencing delays in receiving prescribed medication on their arrival into the prison.

8.8. Since the last report, in line with national policy, healthcare services have introduced an initiative to manage the inappropriate and potentially harmful prescribing of Pregabalin. This has proved to be effective with help from community GPs' surgeries but has given rise to a significant number of complaints to the Board, although these have now reduced. The women complained both about the fact that the drug was being withdrawn and the way in which withdrawal was managed.

8.9. The building of an extension attached to the medical centre means that women no longer have to queue outside for their medication.

8.10. Healthcare services provide a range of appropriate screening. Mobile breast screening units now come into the prison twice a year and ultrasound scanning occurs monthly, which has reduced the number of escorts out of the prison. Bowel screening is now routinely offered to eligible women on the First Night Centre.

8.11. A large amount of health promotion has been carried out which has resulted in an increase in the uptake of cervical smears.

8.12. In response to a rise in the number of women with complex needs entering the prison, Styal implemented a new coordinated approach to their care in October 2017. Styal defines 'complex women' as those who exhibit at least three of the following characteristics:

- Have involvement with a number of services within the prison and have the highest impact on these services (including those who refuse or find it difficult to engage with such services).

- Are demonstrating behaviour which is volatile or violent towards others.
- Are demonstrating behaviour which presents an increased risk to themselves (e.g. self harm or substance misuse).
- Are demonstrating behaviour which raises concerns about their vulnerability (e.g. persistent non-engagement in the regime/self-isolation)
- Have the highest impact on the regime and staff.
- Have spent extended periods of time on the Segregation Unit, Dove Unit or Basic Regime

Multi-disciplinary teams provide more focused support and create care plans which are tailored to the individual needs of the prisoners. The approach offers good levels of support, but the service would be more effective with improved communication and partnership working with health and mental health services, both within the prison and outside in the community.

Some women who have complex needs can be difficult to manage, volatile and cause a disproportionate amount of disruption both for staff and other prisoners. There is difficulty housing them on the main residence, so they are generally placed on the Dove unit, the First Night Centre or in the CSU, sometimes for long periods.

The Dove Unit can house up to ten women. These are often the most challenging and vulnerable prisoners. Whilst all of the women on the Dove unit are very unwell, not all are classed as complex women by the prison.

At any one time, a number of women on the Dove unit may be waiting for psychiatric intensive care beds to become available.

As prisoners with mental health problems tend to spend more time in contact with prison officers than mental health professionals one would expect staff on the Dove unit to have an understanding and awareness of the specific issues for women diagnosed with complex needs and receive adequate training and supervision. Whilst some of the staff have a great deal of experience working with mentally ill women they have had little formal training. The ADAPT team do present annual personality disorder training, which staff find useful and some have voluntarily undertaken relevant POA learning courses.

8.13. There have been rising numbers of women with complex social care needs, so a full-time social care coordinator has been appointed to improve the provision of care from the community to the prison.

8.14. All women arriving on the First Night Centre are assessed by a member of the mental health team within 48 hours of arrival. Those requiring intervention are either referred to a triage clinic or for a mental health assessment. At the time of writing there is an active caseload of 78 women (approximately 16% of the prison population) who are accessing treatment from psychiatrists, psychologists, nurses or welfare practitioners.

8.15. Since August 2017, no mental health group therapy has taken place at Styal because the locations offered have not been regarded as suitable by the therapists. Prior to that date, there could be up to 10 groups running. Women who previously attended the regular sessions believe that they are missing out on the emotional, social and practical support that the group work provided.

8.16. Between September 2017 and March 2018 four women were transferred from Styal to a mental health facility.

## 9. EDUCATION AND OTHER ACTIVITIES

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9.1. In the period covered by the report about 67% (308) of prisoners were serving sentences involving prison stays of up to 6 months (including those on remand) with this number including 34% (156) with stays of up to three months. So many women on short sentences makes the provision of relevant courses of suitable length very difficult.

9.2. Education figures are calculated on the basis of an academic year. In the first half of the academic year 2017-2018 (i.e. Sept–Feb), the Education Department showed a completion rate of 77%, made up as follows: -

Starts:	2,015
Completed	1,610
Achieved	1,241
Awaiting Results	296
Withdrawn	3
Continuing	190

9.3. A range of provision is made by Novus, including Horticultural Skills (L1 and L2 ), Business Administration, Customer Service, Employability, Hairdressing, Hospitality and Catering, Industrial Cleaning, IT, Beauty Therapy (L1 and L2 NVQ) and Food and Beverage (L1 NVQ ).

At the time of writing, about 15% of the prison population were enrolled on functional skills courses.

9.4. In addition, a variety of courses and programmes are provided by other agencies. The Chaplaincy provides: -

Sycamore Tree : Restorative Justice

SORI : Supporting Offenders through Restoration Inside – Restorative Justice  
Peace Makers and Self Esteem

TSP (Thinking Skills Programme) is provided by the Reducing Reoffending team

9.5. The accommodation in the main Education building is of extremely poor standard which does not aid effective learning.

9.6. The contract with Cheshire East Council for the provision of full library services ended at the end of February 2018, although they continue to handle purchasing and inter-library loans. It is hoped in the future to run the library as a Community Library with the prison employing a Literacy Officer who will be supported by the three orderlies. While new arrangements are put in place, free library access is severely limited as the opening hours clash with the prison regime. There is no longer a professional librarian overseeing the literacy courses and other activities associated with the library and book issues are serviced by the orderlies.

9.7. Prisoners can be taken to the library during the working day at the discretion of their tutors, but this cannot replace the freedom to browse the books at leisure.

## 10. WORK, VOCATIONAL TRAINING and EMPLOYMENT

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10.1. The Progress Board (held Wednesday and Friday) has appropriate background data on the women. However, the Board's view is that there is a lack of a clear system whereby women know what jobs are available prior to the meeting. This leads to some women 'in the know' being able to ask for and get jobs which have only just become available.

10.2. The education requirement to complete English and Maths is a barrier, particularly for some vulnerable women who had left education some time ago. They are fearful of going back into a 'classroom', increasing anxiety levels. However, the prison has adopted various approaches to this issue with tutors visiting workplaces to deliver the required support, working 'behind the door' and 'fast track' two week intensive courses. There is a weekly book club to encourage women to improve basic literacy skills.

10.3. Staffing issues led to the temporary suspension (approx. 6 months) of the opportunity to pursue qualifications in the laundry. This particularly hindered prisoners wanting to pursue the higher level qualifications.

10.4. The prison's published Directory of Employment indicates approximately 270 placement opportunities (this does not include OLASS funded education) in 48 identified areas of the prison. The prison continues to expand the number of opportunities for training and employment with the introduction of 'Sewing Ties' for Styal Mill, 'Remade with Hope' a jewellery remake scheme, Floristry qualifications and Princes Trust Programme.

10.5. There are approximately 50 work places for category D or Open prisoners, 30 within the Clink and 20 across approximately 14 companies. The number of places appears adequate, as short sentence prisoners, of whom there is a high proportion at Styal, are not eligible. Prison staff provide good support for women released on temporary licence (ROTL) in the initial stages of these work placements.

10.6. Some areas of employment do have difficulty in recruiting prisoners e.g. the Clink, with 23 out of 30 places filled, and the kitchens – it is unclear as to the reason behind this.

10.7. During the year there were no reported complaints to the IMB about cancellation of work. The prison received 12 complaints regarding work.

10.8. The expansion of multi-disciplinary team (MDT) meetings for women housed in the Dove, to include a member of staff from Reducing Reoffending, is seen by the Board to provide the review body with a clearer picture of possible types of work or education available to these vulnerable women and leads to the women being offered appropriate opportunities without delay. This appears to help improve the women's mental state.

10.9. Employment, education and work opportunities vary considerably for vulnerable women because of their needs. However, opportunities are available, and the prison has adapted placements to help with access to some opportunities e.g. reduced hours, a buddy system.

10.10. A timetable of varying activities for women whom it is difficult to place in either full time work or education has been compiled but evidence of the rigour behind this is unclear. The timetable includes the use of volunteers working within the prison e.g. the library. Activities include crafts as well as some recognised areas of work.

10.11. A snapshot of all allocated activities (week beginning 12<sup>th</sup> March 2018) showed 8% of women on induction, 5% unemployed and 87% allocated to activity.

## 11. RESETTLEMENT PREPARATION

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11.1. Considerable progress has been made with regard to women working out in the community. There are currently 23 women working in the Clink, and 14 working in placements in the community. They are working out at local Charity Shops, national retail chains and national transport companies.

11.2. However, Styal, because of its complex and complicated population, still struggles to get women into employment and training on release. The Novus employment support worker will be focussing on women with longer sentences.

11.3. Elsewhere, the Achieve project is providing small group arts and crafts activities for women who have difficulties settling in activities due to disability and mental health issues.

11.4. Land Based Activities have built a reflection garden outside the chapel, with a funding contribution from the Cheshire Diocese. They are also working on a Zen garden in front of Room to Talk to assist relaxation and positive emotional wellbeing for staff and prisoners. The prison again had a show garden at the RHS show at Tatton Park and was awarded a silver medal.

11.5. The Recycling Lives workshop is running well. The company provides work for women dismantling computers for recycling. Women employed are enthusiastic about the work and appreciative of the support provided by the company on release. The company is looking at developing a worksite outside the prison but this is dependent on obtaining planning permission and future national funding.

11.6. There are ongoing issues in respect of finding homeless women accommodation on release, as they have usually exhausted the community provision. Women in Prison now assist women from the Manchester area to obtain accommodation and resettle by providing two key workers. These workers give intense support for the first 48 hours after a woman is released, by assisting with accommodation and attending appointments.

11.7. The mentoring scheme (20 members), is running book clubs and also helps the CRC /Shelter with employability, debt and finance sessions.

11.8. Team-building sessions were run on all units and Waite Wing over a two-week period this year. It is proposed that House representatives are trained in leadership skills and that they should implement a panel to recruit further house reps, who are then trained in rules, expectations, complaints and undertake a comprehensive prison induction.

11.9. The Chaplaincy runs a weekly support group for women on ACCTs (Assessment, Care in Custody and Teamwork) which is well attended. The Buddhist chaplain runs a meditation /mindfulness session on Waite Wing. The Anglican and Quaker chaplains run a weekly silent group. Reflex run a peace programme and a Bible studies class. A lifer family day was also organised at Christmas: 28 lifers attended with families making a total of 117. They enjoyed a festive buffet, Christmas Market and there was a visit from Santa Claus for the children.



## Section – Work of Board

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1. At least 3 or 4 Board members visit the prison each week. Higher risk areas of the prison (First Night Centre, Waite Wing and the CSU) are visited at least weekly and rota visits cover all other areas of the prison at least quarterly. CSU reviews are attended whenever possible. In addition, an IMB member attends the weekly Dove reviews in view of the particular vulnerability of the women in the Dove unit and the relatively frequent movement of women between CSU and the Dove Unit.
2. Rota visits and visits to deal with applications are usually carried out in pairs and reviews are attended by one Board member.
3. The Chair meets monthly with the Governor or Deputy Governor. The Governor or Deputy Governor attends the monthly Board meeting.
4. Two Board members attended the IMB Annual Conference.
5. A Team Performance Review was held on 20 March 2018.
6. Three Board members have resigned during the year. A recruitment campaign was held in October 2017, following which three new appointments were made. In addition, one member transferred into the Board in December 2017 but, due to family circumstances, transferred out again in April 2017.
7. The Board very much appreciates the co-operation and good relationships it enjoys with the majority of prison staff. In particular, it is most grateful for the support and assistance of its clerk.

<b>BOARD STATISTICS</b>	
Recommended Complement of Board Members	18
Number of Board members at the start of the reporting period	15
Number of Board members at the end of the reporting period	15
Total number of visits to the Establishment	605

## Section - Applications

Code	Subject	Current reporting year	Previous reporting year
A	Accommodation including laundry, clothing, ablutions	20	16
B	Discipline including adjudications, IEP, sanctions	5	8
C	Equality	7	3
D	Purposeful Activity including education, work, training, library, regime, time out of cell	16	19
E 1	Letters, visits, phones, public protection restrictions	10	14
E 2	Finance including pay, private monies, spends	13	22
F	Food and kitchens	7	16
G	Health including physical, mental, social care	39	40
H 1	Property within this establishment	33	40
H 2	Property during transfer or in another establishment or location	7	8
H 3	Canteen, facility list, catalogue(s)	3	10
I	Sentence management including HDC, ROTL, parole, release dates, re-categorisation	13	21
J	Staff/prisoner concerns including bullying	12	8
K	Transfers	3	5
	<b>Total number of IMB applications</b>	188	270*

- Total includes 40 cases classified as Miscellaneous since they did not sit within any of the above categories