



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

**HMP Ford**

for reporting Year  
**1<sup>st</sup> November 2017 to 31<sup>st</sup> October 2018**

Published  
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*Monitoring fairness and respect for people in custody*

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## A Sections 1 - 3

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### 1 STATUTORY ROLE OF THE IMB

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

The Board is specifically charged to:

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

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

### **Main judgements**

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

The Board believes that prisoners are treated fairly by staff and management at HMP Ford. All areas of prisoners' lives at HMP Ford are closely monitored by management and staff to ensure equitable treatment. This includes amongst others: accommodation and work allocation, disciplinary issues and outcomes, and access to temporary release.

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

The Board considers that prisoners are treated humanely by staff and management at HMP Ford.

However, accommodation remains in a very poor state despite the prison's efforts to keep the billets in a serviceable condition. Some shower and toilet facilities remain in very poor condition and are in need of constant repair. This is a subject that has stayed at the top of our concerns for the last ten Annual Reports. (7.1-7.9)

An access lift to the IT suite remained inoperable for 9 months meaning that disabled prisoners had severely reduced access and faced the undignified prospect of climbing the stairs in a seated position. (7.6)

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

HMP Ford's excellent work in this area has been recognised with the Proactive Prison Award 2018 from the Employers' Forum for Reducing Reoffending and the Business Engagement Manager has been awarded a certificate from the Butler Trust Award Scheme. Innovative approaches have been taken to engage with local and national employers both on and off site. (10.1-10.5)

The Board continues to be concerned about the poor performance of the Community Resettlement Company in helping prisoners after release. (11.5)

### **Main Areas for Development**

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#### **TO THE MINISTER**

Once again, the Board's most serious concern relates to the deteriorating infrastructure: accommodation, catering and personal laundry provision. (7.1-7.8)

In response to our last Annual Report the Minister's letter, dated 24<sup>th</sup> April 2018, noted our concerns about the accommodation and facilities at HMP Ford. Money was allocated for a low-level billet refurbishment programme but has been held up in the labyrinth of contracts and specifications.

Disappointingly after MOJ Estates' visit (23rd August 2018), in relation to proposed modular billets, there has been no further communication, much less action, to replace the dilapidated accommodation. HMP Ford's IMB once again urges that urgent action be taken to rectify this.

## **TO THE PRISON SERVICE**

HMP Ford IMB is very concerned about the poor performance of Government Facility Services Ltd (GFSL). There appears to be little ability to manage contracts either centrally or locally, or any preventative planned maintenance. This gives rise to unacceptably long delays even for emergency repairs. So many of our concerns in relation to standards of accommodation, catering and personal laundry can only be addressed by a robust GFSL.

Nationally, prisoner pay is both impenetrable and opaque. This gives rise to prisoners' concerns of unfair treatment, particularly on transfer between prisons. We do not believe that HMP Ford treats its prisoners unfairly but the whole system is ripe for reform.

## **TO THE GOVERNOR**

The Board would like to commend the Governor and his staff for their personal engagement with prisoners. We are pleased to note the local work done to prevent further deterioration in the accommodation. This is no substitute for decisive action by MOJ.

## **Improvements**

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The prison's efforts to find employment for prisoners in the community, noted last year, is bearing fruit. 76 prisoners went out of HMP Ford daily to full-time employment or work experience in October 2018 compared with 49 for the same period in 2017. (10.1-10.5)

In the Education Department, the number of prisoners accessing higher and further education courses outside the prison has risen substantially from 27 to 62 during the reporting year. (9.1-9.8)

The Board was delighted to see that HMP Ford is the first prison to have an occupational therapist as part of the healthcare provision. (8.3)

The Board is pleased to note the successful installation of CCTV on the residential side of the prison. (4.8-4.13)

A permanent imam was finally appointed after a 10 month delay. He has had an immediate positive impact. (5.5)

Staffing levels at night have improved and batons are now available if needed. (4.8-4.9)

The 10-man Independent Living Unit opened this year, but the Board is disappointed that it has not been supported by the charity partner as had been hoped. (7.9)

### 3 DESCRIPTION OF THE PRISON

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HMP Ford is a Category D open establishment with an emphasis on resettlement. It was converted to an open prison in 1960 from a former Fleet Air Arm station. It is situated 2 miles from the coast, three miles south of Arundel in West Sussex and covers an area of 110 acres bisected by a busy Class B public road. Ford railway station is a mile away.

The open estate is required to cater for all Category D prisoners assessed as suitable for open conditions within the criteria agreed between the Governor and the Regional Director for Kent, Surrey and Sussex prisons. Prisoners selected for transfer to HMP Ford should present a low risk of absconding and a low risk to the public. The operational capacity during this reporting year remained at 546 male prisoners, nearly half of whom are lifers, indeterminate sentence prisoners or MAPPAs (Multi Agency Public Protection Arrangements) cases. The prison does not house prisoners serving sentences for sex offences. All available spaces are offered to the Prison Service's Population Management Unit.

The accommodation comprises a brick-built block with 274 single rooms (A wing) and a number of smaller billets (B wing), mostly prefabricated though two are brick built. The rooms in these billets were designed for single occupancy but are mostly shared between two. Much of the accommodation dates from when Ford was a military establishment. All of it has shared washing and toilet facilities. There is accommodation for fifteen prisoners with some degree of disability. Prisoners have access to a large, well-equipped gymnasium and outdoor exercise equipment.

Healthcare and the Drug and Alcohol Recovery Team (DART) are provided by the Sussex Partnership NHS Foundation Trust. Resettlement assistance for low to medium risk offenders is offered by the Kent, Surrey and Sussex Community Rehabilitation Company – SEETEC.

Education and training are provided by NOVUS.

There are on-site opportunities for prisoners to work or be trained with DHL, LMB Recycling, Intelling call centre and the Ministry of Defence. The prison runs engineering, carpentry and injection-moulding workshops plus a large market gardening enterprise with a farm shop open to the public.

Voluntary organisations providing assistance to prisoners include PACT, Spurgeons, Samaritans, Citizens Advice Bureau, the Terence Higgins Trust, the Shannon Trust, the Gypsy and Travellers Community Support Team, Cruse, Relate, Sycamore Trust and SSAFA.

## **B Evidence sections 4 – 11**

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### **4 SAFETY**

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4.1 The prison demands responsible behaviour by prisoners and compliance with prison rules. 199 men have been returned to closed conditions during the year.

4.2 The Safer Custody function is led by a small unit under the supervision of a Governor who is Head of Residence. It relies on the involvement of Healthcare, DARTS, Chaplaincy, Education and Security. All staff are expected to be aware of and report any actual or potential safer custody issues among prisoners. The fact that the same Governor also has responsibility for equality and accommodation makes liaison between these inter-related functions more effective than might otherwise have been the case.

4.3 479 adjudications for misdemeanours have been held. A decrease from last year's total of 582. The Board continues to commend the way that adjudicating governors counsel prisoners as to their future behaviour.

4.4 A multi-disciplinary Safer Custody meeting is held each month to review overall performance and review specific cases. The detailed attention given to offenders regarded as vulnerable is well documented and shared among relevant colleagues.

4.5 12 ACCTs (Assessment, Care in Custody and Treatment) documents were opened during the year, compared with 21 in 2017 and 25 the year before that. Board members regularly review the documentation and have found that officers normally undertake the ACCT process with care and sensitivity.

4.6 Prisoners themselves have an important role in promoting safety. Five prisoners are employed as Violence Reduction representatives, three are appointed as Safer Custody representatives and there are 8-10 Listeners, one of whom is always on duty. There are also three Equalities representatives. All these groups have specific terms of reference and wear different, brightly-coloured clothing to distinguish them. The Samaritans hold meetings at the prison each fortnight.

4.7 There were no deaths in custody during the year.

4.8 The Board has previously expressed concern over the vulnerability of night staff on patrol and is pleased to note that they are all now issued with batons. There has been no occasion on which a baton has been drawn although they are seen as a deterrent.

4.9 The use of body worn cameras has had a positive impact in violence reduction by defusing confrontations which might otherwise have escalated, and in recording evidence of misdemeanours. The deployment of cameras is now more widespread with over 95% of staff trained in their use.

4.10 All prisoners arriving at HMP Ford undergo a comprehensive induction programme which includes a segment delivered personally by the Governor or Deputy Governor who emphasise the unacceptability of even low-level bullying or intimidation.

4.11 The infiltration of contraband (most notably drugs, mobile phones and SIM cards) continues to be a major challenge for the prison management.

4.12 The long awaited installation of additional CCTV and other security measures covering the eastern (residential) side of the establishment has greatly reduced the volume of contraband thrown over the perimeter fence. However, there has been an increase in contraband found on the western side.

4.13 The prison conducts mandatory drugs tests on prisoners. During the reporting year, the failure rate has fallen from 7% to 3.7%. All prisoners are tested on arrival and one month later.

## 5 EQUALITY AND FAIRNESS

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5.1 The prison has continued to make efforts to respond to repeated assertions by HM Inspectorate that it fails “to understand the disproportionate treatment of BAME prisoners” (2016 Report). A system of recording key functions of the prison by ethnicity is well bedded-in. Some effort is made to explain anomalies, for example over-representation of one ethnic group in particular workplaces or billets. Meetings for prisoners in a range of minority groups give an opportunity to gather anecdotal opinion as to why such anomalies occur. Rarely if ever is discrimination alleged. Any meaningful quantitative analysis of the voluminous data would need a more concerted commitment of skilled manpower than is likely to be made available.

5.2 There is a mismatch between the ethnic homogeneity of the staff, reflecting its geographical location, and the diversity of the prisoner population, currently about 55% white, 45% BAME. Despite this, staff in every department work effectively to minimise disadvantage and challenge discriminatory language and actions by prisoners. The prison’s ongoing success in helping those who arrive with minimal levels of literacy remains a potent practical way to counter disadvantage.

5.3 The prison has no control over which Category D prisoners it receives. It can decide whom to sanction, ultimately involving a return to closed conditions. These decisions are analysed according to age and ethnicity, which shows younger, white prisoners are over-represented in returns to closed conditions.

5.4 Individual complaints of discrimination can be addressed by a prisoner or staff member submitting a DIRF (Discriminatory Incident Reporting Form). The use of these has increased this year, up from 11 to 21, but of those where investigation has been concluded, only one has been upheld. The Board is satisfied that these investigations are competently and sensitively handled.

5.5 The Board has previously noted the role of the Chaplaincy Service in providing pastoral care for those of all faiths and none. Close to 20% of prisoners at HMP Ford identify themselves as Muslim. The Board was disappointed by the delay in the appointment of a new permanent imam, but is delighted by the immediate positive impact he has had, as exemplified by the successful arrangements for Ramadan which was observed by the majority of the prison’s Muslim population. The Chaplaincy has also successfully recruited Roman Catholic and Free Church chaplains bringing the team to full strength.

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

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6.1 HMP Ford does not have a segregation unit. The cells are used to contain securely prisoners who are to be transferred to closed conditions. This usually takes place within hours although there have been a small number of occasions during the year when a prisoner has been kept in the cells overnight.

6.2 Segregation reviews are never required. The Board considers the cells to be well managed. A local arrangement for the prison to notify the IMB when a prisoner enters the cells works most of the time.

6.3 Adjudications for misdemeanours are undertaken by the governing staff four times a week and IMB members regularly attend as observers. On the whole, adjudications are considered to be managed fairly and consistently.

6.4 The independent adjudicator visits Ford once per month and hearings are usually attended by an IMB member.

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

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7.1 Accommodation at HMP Ford remains in a parlous state.

7.2 One example is the lack of washing up facilities in the kitchens on A wing, obliging prisoners to use wash hand-basins in the toilet areas; not an acceptable standard of personal or food hygiene.

7.3 There is a lack of funds for infrastructure improvement. When any money becomes available the implementation process is tortuous, resulting in severe delays. Preventative planned maintenance is totally lacking.

7.4 Despite these constraints, much work has been done by HMP Ford staff and prisoners to try to improve the rooms, and kitchen equipment has been purchased to provide the prisoners with an ability to become more independent and prepare some of their main meals.

7.5 Our concerns in relation to accommodation at HMP Ford hinge on the poor performance of Government Facility Services Ltd centrally. GFSL is the successor organisation to Carillion, whose collapse during the year led to an inevitable period of uncertainty and delay. Its employees based at HMP Ford continue to work to the best of their ability to prop up an increasingly weak infrastructure but they are not well served by their off-site managers who seem unable to react quickly or effectively.

7.6 For a single-floor lift to take 9 months to repair is entirely unacceptable. Numerous visits were made to determine the type of lift, there was an absence of manuals and two contractors visited the prison before eventually it was repaired. This matter occasioned the IMB Chair to write to the Governor of HMP Ford to express the Board's extreme concern.

7.7 The Board supports the Governor's radical plan for new modular accommodation, but progress has been glacial. A visit to HMP Ford in August by MOJ Estates' team has produced no outcomes that the Board can discern. The business case would seem to be strong. Not only would the new accommodation replace worn out billets, but an in-house construction facility would provide purposeful activity for prisoners and produce similar modules for the wider prison estate.

7.8 The Governor has been granted a budget for a "self-help" shower/urinal/flooring refurbishment programme using staff and offenders on enhanced pay, but once again time moves on with no action by central organisation to agree specifications for the works.

7.9 The Board welcomed the completion of the Independent Living Unit for prisoners as part of their preparation for release. However, the Board was disappointed that the anticipated support from the Prison Advice and Care Trust did not materialise. Staff from the Education Department and Probation Service have been very involved in developing the prisoners' independence.

### **Kitchen & Launderette**

7.10 Equipment in the main kitchen continues to break down frequently. All the freezers are on the same electrical circuit, and a supply failure can lead to the urgent need to hire

expensive temporary replacements to avoid large-scale waste of food and the threat to regular nutritious meals.

7.11 Staff work hard to overcome such difficulties and to ensure that there are appropriate diets to reflect the cultural and religious diversity in the prison.

7.12 The machines in the launderette used by prisoners are also frequently out of use. Once again, there seems to be no preventative planned maintenance of this equipment. Contractors may make multiple visits to achieve a satisfactory outcome, and often this is short-lived.

### **Communication and Consultation**

7.13 The Offender Consultative Committee (OCC) has a dedicated office with well-publicised opening times. The Committee has had a change of membership during our reporting year, but it remains focused on representing prisoners at forums and with senior management.

### **Property**

7.14 HMP Ford IMB received 25 applications relating to property this year, up from 15 in 2016/17. All but a handful relate to transfers from other establishments.

7.15 HMP Ford received a 31% increase in complaints in the past 12 months (383 to 501) but the number of complaints relating to property remained stable at 192 (cf 200). 152 of these related to a previous prison.

7.16 178 complaints were received from prisoners who had moved to other prisons, 134 of which concerned property.

7.17 Each incident leads to understandable discontent for the prisoner affected, but the prison service as a whole seems unable to bear down on the incidence of property going astray.

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

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8.1 Healthcare is provided by the Sussex Partnership NHS Foundation Trust. The service continues to be of a high quality. All transfers to HMP Ford receive a health check on arrival and a second check within 7 days.

8.2 There have been over 14,000 appointments in the reporting year, of which over 2,000 were seen on the day that the appointment was requested. Approximately 75% of appointments were for general nursing, 10% for the mental health and emotional wellbeing team, and 10% for the dentist. The remainder were for other visiting services such as podiatry, sexual health and optician.

8.3 This year West Sussex County Council has provided the services of an occupational therapist for two days per week. This is proving beneficial to those prisoners with additional needs in prison and helps to assess the requirement for equipment, care and housing on release.

8.4 The Board commends the crucial role played by the Drug and Alcohol Rehabilitation Team (DART) that continues to provide a much needed service. The use of drugs and steroids remains an issue in the prison. The DART team conducts recovery workshops and awareness sessions and also campaigns to try to eradicate the illicit use of prescription medication. DART family days are a valuable way to improve links with the families and carers of those with addiction issues. They are well received by all parties.

8.5 The level of complaints is negligible, and they are all dealt with in a timely manner.

## 9 EDUCATION AND OTHER ACTIVITIES

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9.1 The prison delivers a very wide range of education and training which supports the planned learning needs of individual prisoners.

9.2 Of particular note this year has been the introduction of new technology to support learning and to assist with employment and resettlement needs. Some rugged IT tablets are available to prisoners to enable them to continue training when away from college.

9.3 The prison's Head of Learning and Skills manages the overall educational process and local budget, liaising with all education providers and colleagues across the prison to ensure relevant qualifications are taken and that skills are linked to employment needs.

9.4 On site educational resources are provided through NOVUS, with vocational courses provided through the HMPPS instructors. Distance learning such as the OU and on-line technical qualifications are made available through the prison facilities. PICTA (Prisons Information and Communications Technology Academy) offers a number of courses, as well as access to the Virtual Campus

9.5 In October, 62 prisoners had been approved for outside education at further or higher education institutions.

9.6 The Board is disappointed that the new Matrix IT system is still not operational. When open, it will provide 8 workstations that will give prisoners managed access to the internet. This will enable those who have access to release on temporary licence (ROTL) to search for employment and accommodation on release.

9.7 As in previous years HMP Ford still finds around 20% of new arrivals have difficulty with numeracy and literacy.

9.8 The IMB sees the library as a significant success with over 1500 visits per month. It was ranked in the top 10 in the Bookseller's Library of the Year Award 2018 and the staff have been nominated for a number of other awards. The library helped prisoners take part in a shadow Man Booker reading group in West Sussex.

9.9 The gym facilities have been enhanced with outdoor exercise equipment this year. All prisoners are offered 3 sessions per week at the gym, with 55% of the population taking part in at least one gym session per week. Special classes are available for the over 50s.

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

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10.1 There are a number of on-site industry placements, where prisoners can acquire skills and, in some cases, gain recognised qualifications. They range across a variety of activities, from industrial workshops to support roles within the prison, all of which are designed to develop skills and build a work ethic. Some of these are commercial ventures including a farm shop, call-centre and bicycle workshop. There is also a diverse range of food preparation, food hygiene and catering training up to NVQ level 2. As previously reported, the MOD workshops have been disappointing with ongoing discussions and promises resulting in no outcomes.

10.2 Employer and community engagement has increased dramatically over the past year, which was recognised by the Business Community Manager receiving a Butler Trust Certificate. This has included employer forums, preparation for release for over 50s, prisoner focus groups around work and employment opportunities, and prisoners employed on a trial basis leading to paid work. In addition there have been a number of placements supporting local community activities, which receive good feedback from the public.

10.3 There was a 55% increase (49 to 76) in the number of prisoners in employment and work experience in October 2018 compared with October 2017 and a decrease of 30% (40 to 28) in less career-focused community service posts, for the same period. Around 70% of prisoners released over a seven month period left prison into employment or education.

10.4 The Board is concerned that the laudable increase in outside placements will put a strain on the staff resources available to select, risk assess and manage placements.

10.5 The handing over of the education budget to local management has enhanced the great efforts the team has made to increase employability. In the Board's opinion they have done an excellent job through, inter alia, constructing a register of prisoners' skills, ensuring that education funding is directed towards employment on release, plans to provide internet access for job hunting and extra resources on engaging new employers. The Board also welcomes the Governor's decision to retain and fund the role of careers adviser, when National Careers Service funding was withdrawn.

10.6 Prisoner work output has been adversely affected by a number of serious breakdowns of equipment. Failure of key kitchen equipment and heating has reduced the effectiveness of the kitchen experience. The lack of any progress on the long overdue upgrade of the laundry has removed an area of work, as well as impacting the daily life of prisoners. The loss of heating in greenhouses had an adverse effect on the work and in cold weather, men had to be sent back to their rooms. This again illustrates the lack of planned preventative maintenance.

10.7 There is a significant level of dissatisfaction among prisoners, who have the perception that wages in Ford compare unfavourably with other prisons. They feel that they are paid less for the same jobs when transferring from a closed prison. The Board commends the Governor's decision to waive the Victim Support Levy for prisoners close to release, subject to good behaviour, to allow them to build up some resources.

## 11 RESETTLEMENT PREPARATION

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11.1 The work of the Offender Management Unit (OMU) is essential to the effective preparation of prisoners for release. During the year the OMU had to cope with a move out of their building and being split temporarily between two sites. In addition there were management changes with a change of both Head of OMU and Senior Probation Officer. The Board commends the Unit for processing close to 3000 licences per month for ROTL and dealing effectively with the many applications for home leave over Christmas and the New Year. Communication, however, can be a source of friction and the Board has received more applications relating to OMU issues than last year.

11.2 Overall, offender supervisors and probation officers give good quality information, but it is inconsistent at times. In particular, delay in replying to queries causes stress. After prisoners have been accessing ROTL for 6 months they have to be re-assessed and cannot go out again until approved. The Board has noted a number of cases where outside agencies have failed to provide reports in a timely fashion, leading to a suspension of ROTL. This is deeply demoralising for prisoners who have faultless records for the previous ROTL period and feel they are losing the benefit through no fault of their own. This seems unjust and the Board would like to see a solution to this problem

11.3 The prison also offers a range of assistance to prisoners including courses geared towards challenging previous patterns of behaviour, increasing employability through education and skills development (see sections 9 & 10), and fostering family ties.

11.4 Each year, up to 40 prisoners attend courses run by Sycamore Tree to encourage victim awareness and taking responsibility for their offences. In addition there are monthly ad hoc drop-in sessions on restorative justice arranged by the Police and Crime Commissioner's department. Enhanced Behaviour Monitoring is very proactive, with regular observation and close inter-departmental co-operation making it difficult for anyone to slip through the net. 2018 saw the opening of an Independent Living Unit for 10 residents, which has the potential for great benefits for those who have served a lengthy sentence.

11.5 Kent, Surrey and Sussex Community Resettlement Company (CRC) supports low risk prisoners 12 weeks prior to release, to help with accommodation, bank accounts and with on-going support. There is a lack of cohesion, caused by different people covering different areas of work on different days, and no definitive trigger to pick up prisoners 12 weeks prior to release. This continues to give the IMB considerable cause for concern.

11.6 The Prison Advice and Care Trust (PACT) is a national charity partly funded by the EU Social Fund which provides support to prisoners, people with convictions and their families. It started working at HMP Ford this year and can work with prisoners at any stage of their sentence rather than just the last 12 weeks. It helps with housing needs and offers courses such as preparation for going home and helping to build healthy relationships. Its case-load stood at 46 prisoners at the end of October, but this number should increase over the next year.

11.7 Strong family ties reduce the incidence of reoffending and HMP Ford puts great emphasis on maintaining them. Unlike some other prisons, visits can be booked by phone as well as online. This is to be commended as not all visitors have internet access. The Visits Hall, run in partnership with Spurgeons, is regarded by visitors as clean and welcoming. Internal and external play areas allow fathers and children to interact readily. As well as four visiting sessions per week there are planned family days, often with entertainment.

11.8 The Board notes with concern the discrepancy between telephone call charges at prisons with in-cell phones and the much higher rates at those without. Given the importance of family contact and the seemingly arbitrary pay rates at different prisons this seems unjust. The high cost must lead to a greater temptation for prisoners to acquire illegal mobile phones.

## C Section – Work of Board

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The Board's relationship with staff and prisoners remains good. The Governor is very supportive of our work. Each week two members of the Board visit the prison on rota and circulate their reports to other Board members and to the Governor, who responds promptly to concerns raised.

Applications to the IMB from prisoners for assistance are heard twice a week.

Four new members joined the Board during the reporting year, and two left

<b>BOARD STATISTICS</b>	<b>2017- 18</b>	<b>2016- 17</b>
Recommended Complement of Board Members	14	14
Number of Board members at the start of the reporting period	13	14
Number of Board members at the end of the reporting period	15	13
Total number of visits to the Establishment	716	538
Total number of segregation reviews attended	n/a	n/a

## D Section - Applications

Code	Subject	Current reporting year	Previous reporting year
A	Accommodation including laundry, clothing, ablutions	1	3
B	Discipline including adjudications, IEP, sanctions	2	4
C	Equality	2	2
D	Purposeful Activity including education, work, training, library, regime, time out of cell	4	2
E 1	Letters, visits, phones, public protection restrictions	0	2
E 2	Finance including pay, private monies, spends	9	2
F	Food and kitchens	1	0
G	Health including physical, mental, social care	5	6
H 1	Property within this establishment	4	2
H 2	Property during transfer or in another establishment or location	21	13
H 3	Canteen, facility list, catalogue(s)	4	0
I	Sentence management including HDC, ROTL, parole, release dates, re-categorisation	41	20
J	Staff/prisoner concerns including bullying	6	3
K	Transfers	5	2
L	Miscellaneous	11	5
	<b>Total number of IMB Applications</b>	116	66