



**Annual Report  
of the  
Independent Monitoring Board**

at

**HMP Leeds**

**for reporting Year  
January 2018- December 2018**

**Published  
May 2019**



*Monitoring fairness and respect for people in custody*

## **TABLE OF CONTENTS**

---

### **Introductory Sections**

<b>Section</b>	<b>Topic</b>	<b>Page</b>
<b>1</b>	<b>Statutory Role</b>	<b>3</b>
<b>2</b>	<b>Executive Summary</b>	<b>4</b>
<b>3</b>	<b>Description of Establishment</b>	<b>5</b>

### **Evidence Sections**

<b>4</b>	<b>Safety</b>	<b>6</b>
<b>5</b>	<b>Equality and Fairness</b>	<b>8</b>
<b>6</b>	<b>Segregation/Care and Separation Unit</b>	<b>9</b>
<b>7</b>	<b>Accommodation (including communication)</b>	<b>10</b>
<b>8</b>	<b>Healthcare (including mental health and social care)</b>	<b>11</b>
<b>9</b>	<b>Education and Other Activities</b>	<b>12</b>
<b>10</b>	<b>Work, Vocational Training and Employment</b>	<b>13</b>
<b>11</b>	<b>Resettlement Preparation</b>	<b>14</b>

	<b>The Work of the IMB</b>	<b>15</b>
	<b>Applications to the IMB</b>	<b>17</b>

**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**

---

The IMB has been able to carry out its duties and fulfil its statutory responsibilities without the need to escalate any issues outside of the prison itself.

---

Overall, and notwithstanding the difficult operational environment, the IMB believes that prisoners are treated with humanity and respect given the current staff constraints.

HMP Leeds was given an extra £1 million during 2018 as part of the Minister's Ten Prisons Project. The Board considers that this has been spent wisely on a body scanner for the new Reception Unit, plus a number of rooms for legal visits where prisoners can discuss matters in privacy. Eight cells with toilet traps have been installed, decency kits made available for prisoners' cells and information screens erected on the wings, together with new seating. Money has also been spent on the separation of C and D wing exercise yards together with new overhead netting to prevent objects being thrown over the prison wall. CCTV has been installed in the Education Block.

Further money has been spent on two dog handlers along with four sniffer dogs.

Six OSGs have been recruited for front end searching, and money has also been spent on training for SMT and middle managers.

### **Main Areas for development**

---

#### **To the Minister**

##### **Drugs and mobile phones**

The availability and use of New Psychoactive Substances (NPS) has posed particular challenges during the year. The effects have been disruptive and damaging to the wellbeing of prisoners, and also impacted directly on the regime; officers are frequently required to transfer seriously affected prisoners to outside hospital. The number of mobile phones found in the prison is of concern as many of them are now the miniature type. These are easy to conceal and are highly valuable contraband. Their possession and use in the prison is regularly associated with violent incidents. The Board welcomes the additional funding that was made available to HMP Leeds recently, particularly to fund the body scanner in the new Reception Unit. It is hoped that this will reduce the incidence of drugs and mobile 'phones entering the prison. The IMB would therefore ask the Minister to see what can be done to ban the import of these miniature mobile phones.

##### **To the Prison Service**

Regarding the provision of an appropriate facility for managing prisoners who are suffering with significant mental health, HMP Leeds does not have a dedicated mental health facility. Prisoners with significant mental health problems are cared for on the wings or, in severe cases, are transferred to the Segregation Unit or the Social Care Facility, often to the disturbance of other prisoners.

The IMB considers this to be suboptimal care and would urge that NHS England is contacted to conduct an urgent needs assessment on the provision and delivery of mental health services at HMP Leeds.

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

---

HMP Leeds is a Category B prison with the capacity to hold 1220 prisoners, serving the local community for convicted and remand prisoners.

The prison has four Victorian wings and two modern wings. One wing is dedicated to Vulnerable (Rule 45) Prisoners (VPs). There is a new Reception Unit, First Night Centre, Multi Faith Centre, a Gym and a Kitchen.

Healthcare facilities are contracted out to Care UK; education is provided by Novus.

The West Yorkshire Chaplaincy operates within the prison and the Jigsaw Visitors' Centre is an independent charity working within the prison.

The prison population in Leeds is very diverse and represents the catchment area that it serves. The majority of prisoners are in the age range of 30-50 years but there is a significant number of prisoners over 60 years of age and some prisoners over 70 years of age. At the end of the reporting period (December 2018) the prison population was 67% White British, 25% from the Black, Asian and Minority Ethnic (BAME) groups, and 8% others.

### **4 SAFETY**

---

Significant concerns regarding the safety of prisoners and staff were reported in our 2016 and 2017 Annual Reports. Prior to 2018, data collection was inconsistent. The IMB remains concerned about levels of violence recorded during 2018 including assaults between prisoners and assaults by prisoners on prison officers. The recently appointed Safer Custody team have analysed the causes of violence whilst standardising data collection, enabling internal and external comparison with similar category B local male prisons.

The rate of assaults by prisoners on prisoners from January to June was 191.8 per 1000 prisoners, decreasing to 153.6 per 1000 prisoners from June to November. The rate of serious assaults was 17.5, decreasing to 8.7 per 1000 prisoners during the same period. Assaults on staff were 131.8, decreasing to 94.3 per 1000 prisoners and serious assaults on staff were 6.78, decreasing to 4.8 per 1000 prisoners during the same period. The levels of violence recorded in 2018 are higher than a comparator prison, HMP Hull. Data is taken from the published M.Sc. thesis Department of Criminology University of Cambridge, of Mr David Vaughan, Governor for Safety at HMP Leeds. The numbers are expressed as number per 1000 prisoners in order to provide the context regarding the size of establishment as advised in the published thesis. It also states that the use of raw data to compare establishments can be misleading.

HMP Leeds has been allocated extra funding through the Ten Prisons Project (10PP) This has been used to procure a body scanner, extra sniffer dogs to detect drugs being brought into the prison, and replacement of cell bars with modern fixed self-ventilating windows.

There were nine deaths in custody (DIC) recorded during 2018, of which four have been determined as natural causes, two as self-inflicted and the other three are yet to be determined but two of these are apparently from natural causes and the final one is apparently self-inflicted.

Quality assurance of Assessment Care in Custody Teamwork (ACCT) management and the provision of training for all Custodial Managers (CMs) in case management, with one to one support, has resulted in improved documentation. The introduction of Key Workers and their attendance at meetings helped to enhance understanding of support for complex cases. Safety and Security teams are working collaboratively, resulting in shared intelligence and joint action plans. The IMB is cautiously optimistic that this gradual improvement will be maintained in 2019.

### **SECURITY**

There are many positive things to report about Security - attendance at meetings and the quality of minutes has improved; Intelligence Reports (IRs) are conscientiously analysed to respond to changes in prisoner behaviour; there is a regular use of strategies such as planned cell searches.

Reviews of Reception procedures, and where to place trusted prisoners, following the concern that there was collusion between workers, have taken place, and there has been the careful placing of gang members on different wings to address the acknowledgement of increased activity.

A machine was purchased to test documentation, and money from the Ten Prisons Project has been used as detailed in the Safety section of the Report.

Despite the above, there are knowledge gaps, in particular the lack of solid intelligence about the supply routes of drugs and mobile phones.

The Security team diligently produces and disseminates policy documents but these are not consistently implemented in practice by officers. In addition to basic procedures not always being followed, there has been an increase in staff corruption.

Although the IMB is not allowed to attend Corruption Prevention Meetings, it regularly discusses the issue with the Governor and the Security Governor.

The Board was very pleased to see the appointment of a Staff Officer to check and bring consistency to practices, and it welcomes the statistical agreement between Safer Custody and Security, a feature lacking in previous years.

The Drug and Alcohol Recovery Team (DART) continues the work of managing approximately 390 cases each month and holding 40 group sessions with 190 men attending. Recent initiatives include the aim to have a Recovery Champion on every wing and also to introduce a drug-free wing during 2019.

There is a Mandatory Drug Testing (MDT) target of 25.8%. Results have varied from a low of 5.9% in June to a high of 23.5% in November. The annual average rate is 11.8%.

## 5 EQUALITY AND FAIRNESS

---

The prison takes a proactive and positive approach to ensuring the fair and reasonable treatment of all prisoners; it seeks to identify and eliminate any discrimination, harassment or victimisation whilst advancing equality of opportunity. The multi-lingual Induction Booklets are a good example of how the prison seeks to be inclusive. A further example is the set of “Veterans in Custody” posters that are displayed in the First Night Centre.

The Lammy Review, in exploring the treatment of Black, Asian and Minority Ethnic (BAME) people within the Criminal Justice System, urged prisons to actively develop BAME staff for positions of leadership, and it is hoped that this becomes a priority for HMP Leeds.

Currently the population of HMP Leeds is not mirrored within the Senior Management Team (SMT) which is made up of 18 governors of whom only two are female. There is only one member from the BAME community, the Muslim Chaplain.

The IMB is encouraged by the efforts of the Equalities Team and the very evident commitment of the Multi Faith Team. The prison is well served across a diversity of faiths, and a newly appointed Equalities Manager who has been in post since November 2018 is committed to raising awareness among both prisoners and staff. One Chaplain observed that the target for abuse is vulnerable prisoners (VPs) rather than personal characteristics such as ethnicity, disability, or sexual orientation.

The rise in historical sex abuse offences has led to an increase in the number of older prisoners with very different needs from the working age population. The prison deals well with this, evidenced by the move from Workshop 5 to F wing for the packing of breakfast packs thus providing work for disabled prisoners.

Lift access to many areas of the prison is difficult, but although a lift has been installed, more needs to be done. The practical implementation of the Personal Emergency Evacuation Plan (PEEP) for wheelchair bound prisoners, particularly in the Social Care Unit, remains a concern.

PEEPs are regularly maintained and circulated.

The Multi Faith Centre is well equipped and well attended, particularly on a Friday afternoon. The Chaplaincy of all faiths are very evident throughout the prison.

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

---

The Segregation Unit (Seg) continues to be busy and is overseen by a dedicated Governor and a Custodial Manager (CM). Prisoners are located in the Seg for a number of reasons including assaults on staff and other prisoners, possession of contraband, damaging prison property and, at times, for their own safety. There are two Special Accommodation cells which are used when prisoners become disruptive. These cells are used mainly to enable prisoners to calm down, but on occasions to prevent prisoners from self-harming. Prisoners in these cells are checked regularly and are generally in the cells for only a few hours. Towards the end of the reporting year these cells were very rarely used. The breakdown of prisoners held in the Seg by ethnicity generally follows the same ethnicity ratio as the prison.

All prisoners in the Seg are visited regularly by Healthcare and Governors make daily visits. On being admitted to the Seg, all prisoners are seen by Healthcare and a risk assessment is carried out.

The relationship between the Seg and the IMB is very good and every effort is made to assist the IMB when visiting the Unit. The IMB is notified regularly when there are new arrivals, thus enabling it to visit prisoners within the suggested 72-hour window to check their wellbeing. The IMB is also informed when prisoners are placed in Special Accommodation and subsequently when returned to a normal Seg cell. The IMB meets regularly with the Segregation Unit Manager to discuss any concerns or complaints by prisoners. They also monitor Adjudications and Good Order or Discipline (GOOD) reviews; these are recorded and documented appropriately. An Independent Adjudicator visits the prison regularly.

There are plans to equip all cells in the Seg unit with indestructible furniture.

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

---

During 2018 all cells were equipped with privacy curtains and window curtains. Bedding and kit exchanges are carried out regularly and every wing is equipped with a washing machine and dryer. Irons and ironing boards are also available for prisoners to use. Every wing has a barber.

Each wing has a prisoner-operated Prisoner Information Desk where prisoners can get information on the range of services within the prison including Education, Training, Employment, Accommodation, Health, Finance and Debt Management. There is also information on how to obtain help with Housing and Employment on release. Wings have Diversity Reps and Listeners who are trained by the Samaritans.

The refurbished kitchen continues to operate efficiently providing a wide variety of menus including vegetarian and latterly vegan meals. The Kitchen Manager and her staff offer varied meals and special meals for special occasions. One example of this is "Dragon Pie" for St George's Day. Religious festivals have been celebrated and for Ramadan special meals were prepared and stored in heat retaining packs. New serveries have been installed on all wings during 2018 thus relieving pressure on the Works Department who were struggling to maintain the previous serveries. Wings are generally run well and all members of staff deserve credit for maintaining standards in an extremely challenging climate. The recent increase in prison officer numbers is welcome. There is clear evidence of positive proactive leadership in the management of the wings and the strong emphasis placed on cleanliness has paid dividends.

The prison is generally clean and well maintained particularly when considering its age. There is still regular destruction of cell furniture and when this happens the opportunity will be taken to refurbish cells with indestructible furniture.

All wings have a monthly meeting chaired by a CM and attended by selected prisoners who can air any concerns that they may have.

All cells have now been fitted with in-cell phones which makes communicating with friends and family easier and more private.

## **8 HEALTHCARE (including Mental Health and Social Care)**

---

The Healthcare facilities are comprised of a Social Care facility, and clinic areas for dental, G.P. and nurse consultations. Currently the waiting time to see a G. P. is 20 days but more urgent cases can be seen immediately. During November 2018 the Did Not Attend (DNA) figure was unacceptably high. Arrangements for escorting prisoners to appointments have been revised and will be carefully monitored by the IMB during 2019.

The Healthcare Outreach Team respond urgently to Blue calls (prisoners with breathing difficulties) and Red calls (where blood is present) at the request of the prison officers. The majority of Blue calls are due to the effects of NPS. The Healthcare team attended 430 Blue calls, deemed to be NPS related, in 2018 compared with 452 in 2017, a drop of 2.8%.

Complaints are received directly and dealt with by Healthcare using face to face meetings with the complainant rather than a written reply. The majority of Complaints relate to medication. Prisoners have told the IMB that the delivery of medication to them does not always follow the drug administration guidelines. Low levels of staffing in the Social Care Facility have resulted in prisoners being locked up daily at 5.00pm rather than 7.00pm as on other wings.

On entering the prison Reception, all prisoners are given a comprehensive 40-page health screening. This is under review as it is recognised that triage is taking too long to complete. At times health screening cannot be completed on the day that prisoners arrive in the establishment and is sometimes carried over to the following day. The system has been reviewed, and recently a mental health nurse has joined the team to strengthen its ability to identify vulnerable individuals.

Unlike comparative prisons, HMP Leeds does not have a dedicated Mental Health Facility. Prisoners with significant mental ill health are cared for in the Segregation Unit or the Social Care Facility, often resulting in disturbance of other prisoners. The IMB consider that this is suboptimal care and would urge NHS England to conduct an urgent needs assessment on the provision of and delivery of mental health services at HMP Leeds.

## **9 EDUCATION AND OTHER ACTIVITIES**

---

On entering the prison, men attend Induction, and during the process complete a Career Action Plan. Educational services are provided by Novus and include courses in various levels of Mathematics and English, Health & Safety, Crafts, and Business Enterprise. The Fusion Kitchen, which teaches prisoners how to cook Asian food, is particularly popular and gives the opportunity to gain Level 1 and Level 2 NVQ qualifications. It is hoped that in 2019 an Asian restaurant will open in the prison for staff use.

Classes are held in various locations throughout the prison, including opportunities for prisoners in Healthcare and to a lesser extent the Segregation Unit. Monitoring by the Board indicates that most men are satisfied with the service provided and instructors state that they felt safe in their environment.

The average attendance for education is 81%. There are 1706 available places in Education each week.

The consistent high standard in the Library provision, evident in previous years, was maintained.

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

---

HMP Leeds has five workshops of which four are functioning. Workshop 1 is the recycling unit and is manned by VPs only, and recycles items such as cardboard, aluminium cans and broken furniture. Workshop 2 is also for VP prisoners and manufactures various textiles including tracksuit bottoms and boxer shorts. Workshop 4 is for main prisoners and also manufactures textiles. Workshop 5 is again for main prisoners and carries out food packing. It is hoped that in 2019 a workshop teaching building skills, bricklaying, plastering and plumbing will open, giving prisoners the opportunity to gain various qualifications thus preparing them for release.

Prisoners also work in the prison kitchen. The packing of breakfast packs has now moved to the VP wing and provides employment for wheelchair bound VPs.

2018 saw the introduction of chickens into the prison (the 'Chicken Wing') and the eggs that are produced are sold to staff and also used in the kitchen. Another purposeful activity was the introduction of a small mushroom farm with the products being sold to a commercial user. Both the Chicken Wing and mushroom farm are popular with prisoners, who state that they feel that these activities give them a sense of achievement.

The highest attendance in the workshops was in January when the attendance rate was 94.64%. The lowest attendance was in December when the attendance rate was down to 76.25%.

The average attendance in the workshops is 86% which is a small increase on the 2017 figure.

There are currently 1280 places available each week of which 600 places are exclusively for VPs.

## **8 RESETTLEMENT PREPARATION**

---

The prison has developed an active Resettlement Programme to assist prisoners in preparing for release. The Resettlement Programme is a multi-agency approach to assist prisoners and to signpost them to the relevant agencies appropriate to their individual needs. There is a weekly Resettlement Market open to all prisoners preparing for release. The Board noted positive attendance of prisoners seeking support and information through the Market.

Catch 22, a national social business, is based and works within the prison on Offender Management and Resettlement. Through group and one-to-one work it assesses the long-term needs of prisoners. Resettlement plans are created with prisoners to address their needs, including education, accommodation and training and employment. The staff work with housing and employment partners to help prisoners towards achieving a positive lifestyle on release. There are links with external sponsorships for workshops, relevant to training, thus leading prisoners into employment on release.

## **C Section – Work of Board**

---

The Leeds IMB comprises of members of the general public who are recruited from the local community, all of whom are unpaid volunteers. Although the Board began their reporting year with 10 members, this number decreased to only five for the final three months of the year. During the final three months of the year the Board was at times down to only four active members. The Chair would like to thank the five members who struggled at times to carry out their duties but overcame these difficulties. Four new members were recruited towards the end of the year but two resigned almost immediately. A further recruitment campaign will be undertaken in March 2019.

The Board has been well supported by a part-time Clerk provided by the prison.

The Board values its independence and is grateful for the support given to it by the Secretariat, Management Board and also the Governor and his SMT. Board members have attended local and national induction training.

The Board attends many meetings in the prison during the course of its duties including Safety, Security and Use of Force Scrutiny Panel meetings. The Board meets monthly to review its activities, to discuss any identified issues and to consider examples of good practice. The Governor or his Deputy attend the Board Meetings to report on what is happening in the prison and to answer any questions that the Board may have. Other Governors attend meetings by invitation to explain to the Board their particular role in running the prison. Each member of the Board has a particular area of responsibility in the prison and it is their reports which make up the Board's Annual Report.

Members visit the prison each week to carry out rota duties. These include visiting the Segregation Unit, attending GOOD reviews, checking on the Kitchen and Healthcare and visiting all wings and areas of the prison as often as possible.

Written Applications from prisoners are collected weekly and dealt with promptly. Applications are monitored for trends seeking to identify recurring or emerging common issues. The number of prisoner applications dealt with by the Board was 267 compared with 131 for 2017.

<b>BOARD STATISTICS</b>	
Recommended Complement of Board Members	20
Number of Board members at the start of the reporting period	10
Number of Board members at the end of the reporting period	5
Total number of visits to the Establishment	128
Total number of segregation reviews attended	26

## D Section - Applications

Code	Subject	Current reporting year	Previous reporting year
A	Accommodation including laundry, clothing, ablutions	21	9
B	Discipline including adjudications, IEP, sanctions	2	0
C	Equality	19	6
D	Purposeful Activity including education, work, training, library, regime, time out of cell	18	10
E 1	Letters, visits, phones, public protection restrictions	21	12
E 2	Finance including pay, private monies, spends	9	5
F	Food and kitchens	6	2
G	Health including physical, mental, social care	36	21
H 1	Property within this establishment	29	15
H 2	Property during transfer or in another establishment or location	35	15
H 3	Canteen, facility list, catalogue(s)	11	5
I	Sentence management including HDC, ROTL, parole, release dates, re-categorisation	21	8
J	Staff/prisoner concerns including bullying	34	22
K	Transfers	5	1
	<b>Total number of IMB applications</b>	267	131