



**Annual Report  
of the  
Independent Monitoring Board  
at  
HMP/YOI Brinsford**

**for reporting Year  
(1 July 2018 to 30 June 2019)**

**Published  
March 2020**



*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.

## 2. EXECUTIVE SUMMARY

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### Main judgements

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- At the beginning of January Brinsford's substantive Governor returned from maternity leave and the progress made to make Brinsford a safer place continued.
- The number of recorded incidents of self-harm remains high but a lot of good work by the staff has made a significant impact and the recorded number of incidents is now much lower.
- The number of incidents requiring the use of force is high; senior managers recognise this and are setting up regular meetings to review each case. The numbers are now reducing.
- Staff numbers have now increased to a full complement but the newly appointed staff can lack the maturity and experience needed when working with troubled youngsters. The number of staff leaving is high and work is needed to improve retention.
- However, the Board believes that the staff are managing to run a successful and safe prison and that, overall, the residents are treated fairly. Every effort is made by the staff to ensure that their dignity and respect is maintained.
- There are ongoing problems with violence and substance misuse. Despite many successful finds there are still some prohibited items successfully reaching residents. Gang culture is a problem that causes a lot of friction between residents and is often a cause of premeditated violence.
- The training of the residents is very good but it needs the introduction of more varied courses as well as the expansion of those already working well within Brinsford, such as the cleaning academy. The catering academy remained a successful enterprise but, because of unforeseen circumstances, it had to close until staffing issues were resolved. It is expected to reopen later in the year.
- The number of activity places is also far too low, which means many residents are unemployed. Education places are still not being filled and the number of courses needs to expand and become more relevant to the needs of the residents. The education contract does not meet the needs of the prison, and Milton Keynes College and then NOVUS are not delivering a satisfactory service. The Governor has been

meeting with them to improve the situation. The way the contract has been written makes it very hard to challenge.

- There are concerns that some difficult category B residents are spending long periods in Brinsford, despite efforts to relocate them to a more suitable environment. This is often due to the reluctance of other establishments to take them. These difficult residents can spend a long time in the CSU because of issues that render them unsuitable to mix with others on a normal regime. The Board believes that the population management unit should accept responsibility for these transfers. This was also highlighted in last year's report.
- Drugs and other contraband remain a problem for the prison. It is suspected that a lot of these substances enter through visits and some visitors have been apprehended. There has been no evidence to date of the use of drones at Brinsford.
- The relationship between the IMB and senior managers is still very good.
- A project has started with BT fitting in-cell phones, which will be a benefit to residents and will take away the limited time they can have when they need to queue to use the phone.
- There is still a problem in relocating residents with mental health problems to more suitable treatment centres. The staff in healthcare do an excellent job but it takes far too long to find a bed elsewhere, even when residents have been assessed as being in need of one. This is an ongoing problem that we have highlighted in reports for the last few years.
- The first night unit does an excellent job with new prisoners but, when it is under pressure, cells have to be doubled up, causing us some concern as they lack privacy screens around the toilets.
- New shower rooms are being constructed in two residences which should help in keeping them cleaner and more user friendly.
- Some excellent work has been done in the grounds creating a conservation area. Residents and staff who work there are to be congratulated.

## **Main Areas for Development**

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### **TO THE MINISTER**

1. The pressure on the prison estate means that Brinsford has many residents who do not fit the criteria for the establishment. It is very hard to move them on to other establishments that are also full. The number of places in the West Midlands needs to increase, particularly in the long sentence category and in the category B estate.
2. Pressure on prison budgets is intense and these have taken real cuts over the last few years. Investing more funds is becoming essential. Some of the infrastructure that was refurbished only a few years ago is in need of attention again

3. Residents with mental health problems continue to be a concern as it often takes too long to transfer those with severe mental health problems to suitable specialist establishments. Assessments are completed fairly quickly but, as there are insufficient places in specialist establishments, this results in residents staying far too long at Brinsford, often with deteriorating mental health as a consequence.

## **TO THE PRISON SERVICE**

1. Prisoner property is still a weakness. Too much personal property gets lost on transfer between establishments and even during internal transfers.
2. A number of residents are outside the criteria for Brinsford. It is traditionally a local prison for those with sentences of less than four years and many residents do not fit this profile. Although the prison needs to accept residents with longer sentences from elsewhere, due to pressure on the prison population, the removal to a more suitable prison is slow and difficult. The Board considers that transfer of residents is an issue that should be addressed by the Population Management Unit and not by inter-governor action. This was the case last year and we see no improvement.
3. The Board is aware that it is difficult to appoint and retain qualified tradespeople who would be prepared to work in the unusual environment of an establishment like HMP YOI Brinsford, and in fact any other similar environment. The Board suggests that research is undertaken to establish methods of staff appointment, retention and development that may make such roles more attractive.
4. The education contract is not fit for purpose. Too many classes are cancelled and the number of courses on offer is much lower than Brinsford needs. The provider needs to be challenged and made to deliver what the residents need. Investment in education would have a positive effect on violence and self harm, as residents would be occupied during the day and better qualified on release.

## **TO THE GOVERNOR**

1. The Board recognises and congratulates the staff on reducing the amount of self-harm. Any self-harm is a concern so we would like the work to continue.
2. Education remains a concern and pressure needs to be applied to the provider to ensure Brinsford gets what it is paying for. New courses need to be planned, the classes that are in place need to be filled and they need to be delivered regularly. The facilities are good but are under-used.
3. The number of activity places needs to increase significantly to provide activities for the majority of residents. Vocational courses have been the most successful and more can be provided.

4. Cleanliness is mixed. Common areas that are cleaned by the Cleaning Academy are good but residential blocks are not always cleaned well enough. Maybe better training and monitoring of the residents who clean the wings would produce better results.

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

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3.1 HMP Brinsford is situated north of Wolverhampton in the West Midlands.

The prison establishment holds both remand and sentenced young men, mainly between 18 and 21 years of age. From July 2016, Brinsford has taken in over-21 male category C residents who are transferred from other local prisons. Those transferred are not put on a dedicated wing but are housed with the young adults on the general wings. Plenty of notice was given for the change in role and so planning was able to be carried out.

Residents are housed within five two-story residential blocks with two wings on each block. Each wing has some single and some double cells. All cells have in-cell sanitation, but shower facilities are provided separately elsewhere on the wing hub (other than in Residential Block five, which has in-cell showers).

There have been significant changes to the residential blocks in the last four years and the accommodation now consists of:

#### **First Night Centre**

This is a 15-bed facility for newly imprisoned men. On arrival in the unit their needs are identified, an integration programme is initiated and consideration given to the best environment for them to be allocated to, once they have completed their induction programme. Also on the first night centre is an inclusion unit, to help any residents with substance addiction problems, which is comprised of four beds.

#### **Residential Block 1**

One wing of this block is the development and progression unit for residents who require extra help.

#### **Residential Block 3**

This is comprised of those on remand as well as accommodation for new residents transferring from the first night centre, who are undergoing assessment and an induction programme.

#### **Residential Blocks 2 and 4**

These are for sentenced and remand residents.

#### **Residential Block 5**

This is mainly for enhanced residents.

#### **Care and Separation Unit**

This is a 16-bed unit in a separate block.

## **Healthcare**

This has 11 beds.

The establishment is fully operational and is able to accommodate 577 residents when all cells are able to be used.

3.2 Historically, the catchment area for HMP Brinsford YOI was generally the West Midlands, Staffordshire and surrounding counties. However, this is no longer the case and many residents are transferred from other establishments and courts from across England and Wales. Inevitably, because of the distances involved, some residents have few, or no, visits from family and friends.

3.3 The contract for supplying healthcare is held by Care UK and they have provided reasonably good service throughout the period. General practitioner services are provided on a contract basis and include an out of hours service. Some residents have serious mental and behavioural issues, requiring both psychiatric and psychological support, which is provided by the healthcare trust.

3.4 Education and training are provided by NOVUS.

3.5 Facilities management is contracted out to Amey and, after a number of problems, things are now much better.

## **B Evidence Sections 4 – 11**

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### **4. SAFETY**

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There continues to be a proactive approach taken towards identifying the causes of self-harm and violent behaviour towards other residents or officers.

Self-harm continues to be a cause for concern, but careful consideration of the underlying issues and attempts to resolve the reason for the self-harm of each individual have uncovered a number of issues, which need to be resolved to successfully change the damaging behaviour. This process is ongoing and reflects the causes and actions required to bring about change.

The number of reported incidents of self-harm are still too high but they have been reducing. A lot of good work is being done to address the causes of self harm and in some months the numbers have halved.

Violence remains a concern but, again, the number of reported cases is reducing and is certainly well below the national figure for similar establishments.

Recent consideration of adverse childhood experiences has given some further insight into why violent behaviour occurs; this forms part of the assessment of the individuals who resort to such behaviour, with a view to introducing intervention measures to bring about behavioural change. The number of Brinsford residents who have been through the care system was a surprise to the IMB. There are often as many as 25% of care leavers in custody.

Notwithstanding this, many violent incidents continue to give cause for concern, though these are dealt with robustly when they occur. The gang culture nationally is a big problem that often causes violence inside Brinsford. Security keep staff well briefed about the intelligence around gangs which helps to minimise the risk.

When a serious assault takes place the matter is thoroughly investigated and, where appropriate, prosecution takes place. The visiting judge adjudicates on matters which the police do not deal with.

When force is needed to restrain residents, the correct paperwork is completed and a weekly use of force meeting takes place with senior staff to monitor the CCTV and statements to see if it is deployed effectively. IMB members often attend these meetings and have no concerns.

The use of illegal drugs continues to be a cause for concern, and every effort continues to be made to curtail the importation of drugs and other illegal items into the prison. Drug dogs are used effectively and all mail is screened. The likely cause of entry for illegal substances is thought to be through visits, but they are also well monitored. During the year a number of drugs were found before they reached residents.

## **5. EQUALITY AND FAIRNESS**

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The equality and fairness group is chaired by one of the governors and consists of senior service managers, support service personnel and prisoner representatives.

Training for Listeners is appropriately given and Samaritan support is available when a resident is found to be particularly vulnerable. There has also been the introduction of the key worker system, allowing residents to develop a more positive relationship with prison staff.

## **Training**

The equality and safety induction training programme has continued for directly and non-directly employed staff.

## **Safety and Fairness**

This year there has been further development of the previous year's significant efforts to improve equality and fairness in the prison. There has been a more holistic approach when considering the effectiveness of this area and the overall provision of service. For example, parents are invited to be part of a meeting with some of the more vulnerable residents, especially in disciplinary matters (e.g. GOOD reviews and ACCT reviews). This has allowed the prison to gain additional information and greater understanding of learning and support needs. Consequently this has seen an improvement in the success of rehabilitation from drugs and/or self-harm for some residents.

During the year there has been an improvement in staff recruitment, which has ensured all residents have equal access to regimes and facilities, particularly where special needs are evident. It is anticipated that the number of vacancies will increase, which will have an impact on the regime offered.

The Board continues to be concerned about how transgender residents who remain at Brinsford are supported. The Board considers that wider issues in the placement of such residents mean that transgender residents at Brinsford find it difficult to access the right educational and professional support that is offered to other residents. The IMB is aware of individual cases where transgender residents have been disadvantaged because other, more suitable, establishments will not accept transfer. Despite the challenging circumstances of providing support in an inadequate environment, the Board found that staff at Brinsford have gone above and beyond in their efforts and should be commended for their progress in supporting these residents.

## **DIRFs & investigations**

Discrimination incident reporting forms (DIRFs) and complaints data is carefully considered and monitored regularly. The prison continues to discuss matters with the complainant in a timely manner and in many instances these incidents can be resolved effectively prior to action being taken.

## **Complaints**

Complaints are dealt with quickly, where possible, and residents' concerns are able to be communicated directly to both duty governors and the Governor. Concerns are also communicated to the Governor during monthly IMB meetings. When concerns are raised in weekly IMB rota reports, the Governor endeavours to provide an action plan and feedback from senior managers who are responsible for the area of concern. This does provide better outcomes for residents.

## **6. SEGREGATION/CARE AND SEPARATION UNIT (CSU)**

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There are 16 cells in the unit.

The CSU is staffed by three officers in the morning, due to adjudications, and two officers in the afternoon. The regime is controlled but fair, and the officers on the whole have a good relationship with the residents.

The Board is satisfied that it is informed, in a timely manner, when a resident is taken to the CSU and Board members attend the majority of good order or discipline (GOOD) reviews.

There has been an improvement in the way the reviews have been handled and more work is now done to provide support in order to prevent the recurrence of incidents. Staff who know the resident well often attend and targets are set and, if necessary, violence reduction strategies are employed. When residents are placed back on a wing a lot of work takes place to find the most appropriate location.

Adjudications are held most days and a district judge attends three times a month.

Standardisation meetings occur monthly to ensure fairness in the process and IMB members attend some adjudications when possible.

Residents have access to books and in-cell work can be found when that is appropriate.

The staff in the CSU have an excellent working relationship with the residents in their care but, for many reasons, residents often spend too long in segregation, sometimes because they feel safer there or, often, because no other suitable location can be found.

Difficult residents, often with personality or mental disorders, have been present for more than 42 days, and that has been with the regional manager's approval, but finding other establishments that will take these men can be very time consuming.

A transgender resident mentioned in the last annual report was finally moved to another prison after lost a year, but the time taken for that to be enacted was unacceptable.

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

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On residential units 1-4, the first night centre, the healthcare department and the CSU, the toilets are located in the cells but the showers are in separate blocks on the wing. New shower blocks are planned in some residential blocks, as the current shower rooms are very hard to keep clean.

The first night centre needs screens around the WC, to protect the privacy of those residents who share cells.

Residential unit 5 (the enhanced unit) has in-cell showers, but is showing signs of wear and tear and in need of refurbishment.

In double cells on the wings, privacy is provided by having the WC in a separate section.

The accommodation and recreational areas are satisfactory and have improved within the last year. However, cleanliness is affected by overloaded rubbish bags and bins left at the entrance to the wings, while the stairwells still appear to be a concern in terms of cleanliness.

Staff use the wing offices, which provide greater contact with residents who are on the wings. If staff are not in their offices, they will be found somewhere on the wing where they are readily available.

The nurses on the healthcare unit work in partnership with the officers, which is particularly beneficial when dealing with residents with clinical problems.

Residential unit 5 will soon have in-cell phones and this will be rolled out eventually to the rest of the prison.

Contact between residents and staff has improved significantly throughout the past year and the introduction of the role of key worker has improved communication between staff and residents. A minimum of 45 minutes contact time per resident per week currently takes place.

Staff sickness and staff shortages have caused a number of problems in terms of regime. The first night centre now has a regime which closes at 7.30 pm, sometimes leaving the unit in patrol state.(when residents are locked in their cells) with minimum supervision. The new shift pattern does not appear to meet the needs of this unit, and which causes concern for early days in custody in terms of vulnerability.

The prison now houses a laundry room with washers and dryers and dedicated laundry orderlies. This system appears to be working well.

The food provided is good quality and residents have a sufficient amount. IMB members sample the food and have found that it is well cooked, hot and tasty.

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

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Healthcare at Brinsford remains under Care UK, but it is worth pointing out that they have appointed a new manager who seems to have improved the facilities since last year's report. The outpatient department continues to give good service, with many positive comments being left by the residents who have been involved in this area. It is pleasing that while the problem of those who do not attend appointments (DNAs) continues, the appointment of health champions (specially trained and trusted residents) has shown that this particular problem is under the microscope. The champions' brief is not only to sell the benefits of good health but also to chase up the aforementioned DNAs. Currently, the two champions are trying to eliminate this problem by making certain that appointment cards are delivered accurately (thus cutting out the 'did not know' excuse) and this process will be made easier still with the arrival of in-cell phones. It has made a significant difference.

Meanwhile, the situation in the inpatients unit has also improved. The cells have been redecorated and are now much cleaner, while, possibly due to last year's report, the staff have now been reorganised. The nursing staff are now much more available to advise and to act upon

problems when they occur, while a regular (ring fenced) group of officers has been set up on the same model which has always been in existence in the CSU –a specially trained and consistent set of officers who now get to know their patients and how to react to their problems. Finally, it is good to see that this facility is now rarely used as a ‘dumping ground’ for difficult residents.

However, as reported last year, one area of real concern remains, namely the number of mental health patients that, despite considerable efforts by the staff, are not well catered for by the Brinsford facilities. It is painful to see little or no progress being achieved for many in this category and the Board would welcome an expansion of facilities beyond the gates which can far better cope with, and help, these particular patients. The Brinsford team of mental health staff, good though they are, do not have the facilities and are not equipped to deal with these problems.

On the other hand, it is good to see that there has been a real reduction in the number of patients that have needed constant watch, which must be a tribute to the mental health staff.

Overall, Brinsford healthcare has improved this year, which is good to see.

## **9. EDUCATION AND OTHER ACTIVITIES**

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The contract for the provision of education at Brinsford was taken over by Novus in April 2019 but was only signed off nationally in May due to complexities that arose. Around this time there was a reduction of education provision and attendance due to the contractual changes. The transition within Brinsford for staff has been smooth, but the provision of courses has been delayed due to recruitment problems. A number of courses, identified by analysis involving staff and residents, and placed on the delivery plan, are not yet being delivered. Recruitment is ongoing and the education provision did improve for a while but then got significantly worse again with cancelled classes and lack of staff. Meaningful long-term figures of allocation and attendance at courses are not yet available, but it would appear that prisoner refusals to attend are reducing in number. Brinsford is investigating ways of attracting residents to attend courses and making lessons more innovative.

## **10. WORK, VOCATIONAL TRAINING AND EMPLOYMENT**

The following areas have seen a change, with an increase in work party sizes:

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- Amenities and conservation – an increase from 10 to 20 of the more complex residents

- DPU tea packing – originally part of the cleaning academy, the work party now fulfils the tea packing contract
- Residential PID workers – each unit now has either one full time or two part time PID workers
- Information advice and guidance (IAG) mentors – there are now four full time IAG mentors, two of whom are specific to activities and who visit “refusers” and “reluctant engagers”

Work is split into morning and afternoon sessions, which enables more residents to access some form of activity during the day. This has also allowed for those engaged on a work party to access educational classes on the alternate session (as prior to this change in process some residents declined education over concerns that they might lose their job).

There are currently 86 residents classed as job seekers and 81 as unemployed; the unemployed figures are predominantly made up of those residents whose behaviour does not allow them to work, those who are located in the CSU, and those who have refused to attend their allocated activity. Although there has been an increase in available work placements, sadly Brinsford is still short by approximately 200 of the required number of places.

The catering academy was closed in October 2018. This caused the loss of 16 training places; the Board understands and supports the move to re-open the academy with new training staff as soon as possible. It was the Board’s opinion that the catering academy was very popular and successful.

The Board is aware that it is difficult to appoint and retain qualified tradespeople who would be prepared to work in the unusual environment of an establishment like HMP YOI Brinsford, and in fact any other similar environment. The prison has now appointed a new member of staff, who will work alongside a member of college staff to facilitate training to Level 2 in catering as well as offering a meal service for staff. This will offer 12 work places and operate from Monday to Friday.

Young offenders (YOs) are required to achieve basic English and maths standards at level 1, before they can start receiving more formalised training. However, this can be difficult to achieve, as in many cases it may involve trying to teach individuals who have either been let down by the education system in the past or lack the motivation or interest to attend classes. It is important that all YOs are adequately prepared for release, with both academic qualifications and practical training, together with a general work ethos. This can only be instilled by having suitable, qualified and experienced staff who will take the time to work with individuals. HMP YOI Brinsford has a staff group who are keen to help the residents to develop as individuals and who will work with some of the more challenging ones.

A case in point is that of the amenities and conservation instructors who work with some of the more complex residents with personality or mental problems on the development and progression unit (DPU). Introducing the YOs to nature, and the animals located there, starts to raise their confidence levels. The instructors also get YOs to start completing maths work books, to help them develop basic maths skills. By visiting the library weekly the instructors encourage the residents to complete research about different animals and to start developing their reading abilities. Although not always measurable empirically, behaviour in general has improved and residents will now interact with their peers more openly; there has also been a reduction in self-harm and YOs being on, or staying on, open ACCT documents.

Another positive example is that of the resource centre staff who have encouraged their work party to develop an area of waste land, using recyclable materials. The workers have excelled, having created a restful area for staff and residents that incorporates many ecological features and many handmade items. All those taking part were encouraged to record everything as it progressed and this area was entered into the national Windlesham competition (for prison gardens) and won the category of 10m x 10m small gardens award.

### **Vocational qualifications**

The largest current supplier of non-education-based training is the British Institute of Cleaning Science (BICS) course. The instructors deliver a range of training from the very basic licence to practice (LTP) through to bio-cleaning of blood and spillages. The LTP is a well-recognised document which can be used when applying for jobs and shows potential employers that the individual has a specific skill set.

In the last reporting year it is estimated that 150 YO's have had some training involving BICS; many now work as wing orderlies or make up the cleaning party which maintains the communal areas. For many, this may be the first qualification they have achieved.

While chances to expand the current BICS training package have not been taken, the instructors have developed the training facilities to incorporate simulated areas such as a cell, to achieve a more realistic training environment.

In line with Ministry of Justice and HM Prison and Probation Service (HMPPS) requirements, the prison is currently going through the process of becoming an approved centre for waste management training board (WAMITAB) qualifications, which will replace the BICS qualifications. Having centre approval will also allow the prison to deliver waste management qualifications within the Resource Centre, a facility which Brinsford does not currently have. This will also improve the outcomes for YO's and adult residents alike.

In addition, HMP YOI Brinsford has facilitated a number of successful release on temporary licence (ROTL) placements, in partnership with the airborne initiative. The expeditions involved camping and hiking across Dartmoor and involved both residents and staff. The initiative was also combined with Duke of Edinburgh awards in order to enable participants to complete a qualification as part of the process. A total of 10 residents have currently achieved their bronze award and were presented with their certificates during the community award ceremony, which was attended by staff, residents, their families and significant others.

The initiative is not only an excellent development opportunity for residents, but also provides an excellent incentive to encourage the prison population to engage positively with their sentence plans and the prison regime.

### **Moving forward**

The prison has now appointed two new production instructors and, once they have completed a short period of shadowing, they will start working with work parties.

The plan is for one to move into the DPU workshop to allow the existing member of staff to relocate to BICS, which should allow an increase in the BICS work party size. The other member of staff will take over the Rowan workshop and the existing instructor will move across to the laundry, where they will also be starting a new contract workshop with approximately 10 workers.

## **11. RESETTLEMENT PREPARATION**

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During the reporting period, resettlement at Brinsford has continued to improve, with a number of departments and agencies working together.

Resettlement begins when residents arrive at Brinsford; they are assessed within 72 hours and again within ten days, with any outstanding issues like debt and accommodation being dealt with appropriately.

The key worker scheme has helped considerably. This was introduced in May 2018 and helps to sort out issues that have arisen.

Twelve weeks prior to release all residents will attend a 'Through the Gate' meeting, which was set up at Brinsford in January this year. This allows time for both resident and staff to try to put in place all the requirements for release like clothing, transport and accommodation.

Accommodation can be a problem, depending on the area where the resident lives, but this is sorted out whenever possible.

Obtaining a bank account is also a major problem. Staff work with HSBC or a credit union, where possible, but a national agreement would be far more useful.

Residents from out of area should be transferred, three to six months prior to release, to a prison nearer their home. This has proved difficult to achieve due to the population pressures in the Prison Service, which can result in prisons refusing to take these residents.

## **C – Work of the Board**

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The IMB at Brinsford carries out its role in the following ways:

1. Two members are on rota every week of the year and they will visit all areas of the prison as often as they can during that week. A written rota report is then produced.
2. Board members aim to attend every segregation review that must take place within 72 hours of a resident being segregated and any decisions taken, that are not within the agreed framework, will be challenged.
3. There are eight boxes around the prison where residents can post a written application to see an IMB member, who will then visit the resident and follow up any issues that arise from their enquiries. We always do our best to resolve the difficulty.
4. IMB members attend meetings as observers and report back to the rest of the Board at monthly meetings.
5. IMB members have a good working relationship with the senior managers and can approach members of staff for information when required.
6. Monthly Board meetings take place and are attended by the Governor or, in his/her absence, another governor, so that issues of concern can be discussed and information on future developments can be shared.

7. The Board has a good mix of experienced members and some recently appointed members. New members shadow the more experienced members until it is felt that they are able to complete the task on their own. Training is provided at meetings and can be given by experienced members or other prison staff.
8. The Board endeavours to visit other prisons and other IMBs and attend quarterly regional meetings with other IMBs in the area.

<b>BOARD STATISTICS</b>	
Recommended Complement of Board Members	16
Number of Board members at the start of the reporting period	9
Number of Board members at the end of the reporting period	9
Total number of visits to the establishment	324
Total number of segregation reviews attended	272

## **D Section - Applications**

<b>CODE</b>	<b>SUBJECT</b>	<b>PREVIOUS REPORTING YEAR 2016/2017</b>	<b>CURRENT REPORTING YEAR 2018 - 2019</b>
A	ACCOMMODATION INCLUDING LAUNDRY,CLOTHING, AB-LUTIONS	14	11
B	DISCIPLINE INCLUDING ADJUDICATIONS, IEP, SANCTIONS	14	6

C	EQUALITY	4	4
D	PURPOSEFUL ACTIVITY INCLUDING EDUCATION, WORK, TRAINING, LIBRARY, REGIME, TIME OUT OF CELL	2	8
E 1	LETTERS, VISITS, PHONES, PUBLIC PROTECTION RESTRICTIONS	9	7
E 2	FINANCE INCLUDING PAY, PRIVATE MONIES, SPENDS	4	5
F	FOOD AND KITCHENS	5	1
G	HEALTH INCLUDING PHYSICAL, MENTAL, SOCIAL CARE	3	15
H 1	PROPERTY WITHIN THIS ESTABLISHMENT	5	8
H 2	PROPERTY DURING TRANSFER OR IN ANOTHER ESTABLISHMENT OR LOCATION	5	12
H 3	CANTEEN, FACILITY LIST, CATALOGUE(S)	5	1
I	SENTENCE MANAGEMENT INCLUDING HDC, ROTL, PAROLE, RELEASE DATES, RE-CATEGORISATION	20	14
J	STAFF/PRISONER CONCERNS INCLUDING BULLYING	17	15
K	TRANSFERS	9	23
	<b>TOTAL NUMBER OF IMB APPLICATIONS</b>	<b>116</b>	<b>130</b>

