



Annual Report of the Independent Monitoring Board at HMP Leeds

**For reporting year
1 January 2020 – 31 December 2020**

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Introductory sections 1 - 3

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 is situated.

Under the National Monitoring Framework agreed with ministers, the Board is required to:

- 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.
- inform promptly the Secretary of State, or any official to whom authority has been delegated as it judges appropriate, any concern it has.
- 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.

The Optional Protocol to the Convention against Torture and other Cruel, Inhuman or Degrading Treatment or Punishment (OPCAT) is an international human rights treaty designed to strengthen protection for people deprived of their liberty. The protocol recognises that such people are particularly vulnerable and aims to prevent their ill-treatment through establishing a system of visits or inspections to all places of detention. OPCAT requires that states designate a National Preventive Mechanism to carry out visits to places of detention, to monitor the treatment of and conditions for detainees and to make recommendations for the prevention of ill-treatment. The IMB is part of the United Kingdom's National Preventive Mechanism.

2. Description of the establishment

HMP Leeds is a Category B local prison with capacity for 1110 prisoners. Originally built in 1847, for approximately 600 men, this means cells are shared. The prison serves men from the local community who are on remand or convicted by the West Yorkshire Courts. It is situated on a hill looking east over Leeds, in Armley, almost a mile from the city centre.

There are four Victorian and two modern wings, added in 1990, one of which is dedicated to vulnerable prisoners. Another wing is an incentivised drug free living facility. A new reception unit has been built with a direct link into the first night centre. A segregation unit of 21 cells separates prisoners requiring time away from others. Remand prisoners are not separated from those who are convicted.

There is a multi-faith centre, a gym and a kitchen. Healthcare was provided by Care UK (Practice Plus Group from 1 October 2020). Education services are provided by Novus. The West Yorkshire chaplaincy operates within the prison. The Jigsaw visitor centre is a registered independent charity working to support visiting families. Amey provides estates management while GeoAmey escorts prisoners to and from court and also on transfer to other prisons. Resettlement services include Catch22, and Tempus Novus.

The prison population represents the catchment it serves and is very diverse. Most prisoners are in the 30 – 50 age range but there are significant numbers over 60 and 70 years of age as well as younger men. In December at the end of the reporting period the majority population was white British. Those from Black, Asian and minority ethnic (BAME) groups made up a quarter of the residents. There were small groups of Travellers and up to seventy non-British white men.

3. Executive summary

3.1 Background to the report

3.1.1 The COVID-19 outbreak has had a significant impact on the Board's ability to gather information and discuss the contents of this annual report. The Board has therefore tried to cover as much ground as it can in these difficult circumstances, but inevitably there is less detail and supporting evidence than usual. Ministers are aware of these constraints. Regular information is being collected specifically on the prison's response to the pandemic, and that is being collated nationally.

3.1.2 At the same time, the Board has experienced considerable change. Due to reduced numbers and resignations, three dual boarding members were appointed at the time the pandemic hit, to support the induction of three new members. They then had to work remotely and develop relationships with staff and managers at the prison to obtain information remotely. By the end of the reporting year, some visits were possible, and the induction of new members was started. This situation has inevitably constrained the Board's reporting.

3.1.3 The 0800 telephone application line, set up by the Secretariat, and introduced at Leeds in July 2020, gave prisoners the opportunity to submit applications to the Board and have their concerns responded to, although the process may have taken a little longer than usual. Applications gave the Board an understanding of the issues that were important to the prisoners during this difficult time.

3.2 Main judgements

How safe is the prison?

3.2.1 The curtailed, strict regime with confinement necessitated by the exceptional circumstances of the pandemic has meant that the opportunity for incidents relating to debt, bullying and violent incidents amongst prisoners diminished and staff report that prisoners have generally felt safer. Against this is the number of apparently self-inflicted deaths and self-harm incidents during the reporting period.

3.2.2 The main risk has been from the possibility of infection brought in by people (both staff and prisoners) entering and leaving the establishment daily. Both staff and prisoners are instructed to wear masks and keep to social distancing rules, although the latter is difficult due to the narrowness of wing landings. There are extra handwashing facilities throughout the prison and hand gel is available also. Additionally, the use of reverse cohorting to keep new arrivals separate for a period of 14 days helped to ensure that the spread of the virus was kept to a minimum.

3.2.3 Staff are instructed to use body worn video cameras (BWVC's) at the start of any incident, yet often they are not deployed immediately. Use of Force scrutiny meetings have been held regularly and the Chair of the IMB has attended one such meeting and observed video footage of a prison officer acting in such a forceful way with a prisoner on the ground that he was suspended pending investigation and subsequently dismissed from the service. It is of great concern that the Board later found out that this matter had not been reported to the police.

How fairly and humanely are prisoners treated?

3.2.3 Generally, and from our limited observations, the Board is satisfied that prisoners were treated both fairly and humanely over the reporting period. However, Board members are concerned about the indignity of sharing a small cell in which all daily functions (eating, sleeping, using the toilet, washing and dressing) are undertaken particularly during the extreme lockdown conditions of the pandemic. Whilst we understand that the cost of single cell accommodation would be prohibitive, the Board cannot consider that it is acceptable that the consumption of food occurs in the same space as integral toilet facilities.

3.2.4 All prisoners have access to showers daily, although the Board noted that not all prisoners got daily showers, either because they were isolating/shielding or, and of considerable concern to the Board, as an unlawful punishment for poor behaviour although this latter practice was quickly stopped following a short scrutiny visit by HM Inspectorate of Prisons in June 2020.

3.2.5 Information about regime changes was distributed either by notices to prisoners or via the prison video channel. Prisoners were happy to receive any information explaining changes to the regime and being informed in a timely manner gave stability throughout the establishment.

3.2.6 In August 2020, the Acting Governor felt moved to remind staff that bullying, discrimination and harassment of any kind was not acceptable and would not be tolerated. Whilst this was an issue regarding behaviour among staff, the inference may be that if staff were subjecting colleagues to such behaviour, how might that be impacting on prisoners. Staff who felt affected by these issues were encouraged to speak out. The IMB will be able to monitor this situation more closely when they return to the prison on a more regular basis.

3.2.7 On the few occasions that a member of the IMB has visited the prison in the latter part of the reporting year, several incidences of care, compassion and respect from staff were observed as they dealt with prisoners, and particularly when dealing with those who were anxious or uncooperative.

How well are prisoners' health and wellbeing needs met?

3.2.8 In respect of healthcare, the pandemic saw a greater use of in-cell phones for initial consultations with doctors and nurse practitioners. A number of key face-to-face contacts continued to be undertaken to meet patient needs such as wound management and the delivery of social care. This had the benefit of prisoners not having to be moved from their wing and a reduction in face-to-face contact, both of which were important in preventing the spread of COVID-19.

3.2.9 Exercise has been limited by the closure of the gym, although there has been the opportunity to follow in-cell exercises, courtesy of the prison video channel. All prisoners have the choice of taking half an hour for outdoor exercise and fresh air in the yard.

How well are prisoners progressed towards successful resettlement?

3.2.10 The unusual circumstances of the year have prevented significant work for successful resettlement. Most programmes were stopped. Work was limited and such education as there was, was via distance learning.

3.2.11 Prisoners have been able to keep in touch with family and friends by telephone and Purple Visits. There was a short time between lockdowns when visitors were able to come to the prison but take up was disappointing. The visits room had been adapted specifically to ensure safety, with screens and suitable distances between tables.

3.3 Main areas for development

TO THE MINISTER

3.3.1 The Minister should be aware of the disruptions that short, seven-day sentences cause in HMP Leeds, particularly in such a year as we have experienced. They create management problems within reception, for induction, administration, healthcare, cell management, education, and probation. Processing prisoners with short sentences might protect the public and punish people for a few days but little help can be provided for reoffending or resettlement.

3.3.2 Some prisoners requiring places in secure mental health hospitals find themselves in prison due to the lack of secure hospital places and the lack of liaison and diversion schemes to provide alternatives. It can take many weeks to establish their need through interdisciplinary team meetings and then there is a further delay whilst waiting for a bed to become available. **Can the Minister seek assurances that more special hospital beds will be made available and within what timeframe? Also, that liaison and diversion schemes are fully implemented and resourced.**

3.3.3 The plight of immigration detainees being held within the prison system, after finishing their sentences for offences committed, is of concern to the IMB. Progress appears to be slow in relation to any decision being made regarding deportation or any subsequent appeal. **Is the Minister aware of this situation and could he comment on what is being done to relieve the situation of detainees?**

TO THE PRISON SERVICE

3.3.4 The Board has expressed concern earlier in this report about prisoners sharing cells that were originally meant for single occupancy and which perform the place where all normal, daily activities and bodily functions are carried out. It is degrading, unhygienic and undignified. **Does the Prison Service have any plans to bring about a change to these circumstances?**

TO THE GOVERNOR

3.3.4 The timing and use of BWVC's has been referred to earlier in this report and is of concern to both the Governor and his senior management team (SMT) and to the IMB. The use and review of BWVC's is essential in determining what really happened in difficult situations. **Will the Governor ensure that staff use BWVC's at the very start of any incident where use of force is likely to be employed?**

3.3.5 In-cell telephones have proved their worth as healthcare, probation and education staff were able to contact prisoners when unable to meet face to face. Similarly, key workers are disadvantaged by finding difficulty in accessing an available computer to record their meetings. The pandemic has proved the worth of these resources and greater provision of both in-cell telephony and computers would be beneficial. **Are there plans to increase the numbers of telephones for staff that can access the in-cell telephone system and increase the number of computers for staff?**

3.3.6 The IMB are concerned that the work involved in receiving and discharging prisoners can be too much for one nurse to deal with. Practice Plus Group (PPG) are reviewing reception and triage pathways for patients and associated resources, however data indicates that primary and secondary reception screening is occurring. **Is the Governor able to support the healthcare team in their request to the NHS for another nurse to work as part of the reception team?**

3.3.7 The Board is grateful to the Governor and Deputy Governor (who was in charge while the Governor took over a regional role temporarily) for the assistance given in helping to establish the new Board in the most trying of circumstances. Staff of all grades should be commended for their efforts to ensure the smooth running of the establishment throughout the pandemic.

3.4 Progress since the last report

3.4.1 The last Annual Report was in 2018 and that year saw the introduction of a body scanner in reception. This has greatly reduced the likelihood of drugs and mobile telephones finding their way on to the wings and potentially causing significant problems regarding the safety of both prisoners and staff.

3.4.2 As there are no members from the Board prior to March 2020 who are still serving, it is difficult for the current Board to accurately assess what progress may have been made in the intervening years. The introduction of in-cell telephony has been of significant benefit, particularly in relation to the restrictions imposed because of the pandemic.

Evidence sections 4 – 7

4. Safety

4.1 Reception and induction

4.1.1 On average, the busy reception area admits around 100 prisoners each week. On a single evening in May 2020, it handled 39 receptions. They come mainly from the local courts of Bradford and Leeds and also on transfer from other prisons. The prison takes both remanded and convicted prisoners. The majority are short-term prisoners with approximately 45% serving less than six weeks before release. The number of remanded prisoners has been as high as 50% of the population at times as men were held on remand for longer periods and others were remanded while courts were not sitting as they would normally be.

4.1.2 A body scanner in reception has had a significant impact on identifying those prisoners found secreting items about their person. The men are taken, in accordance with the rules, to the segregation unit and are offered the opportunity to be scanned daily (up to a defined limit) until the scans are clear. Not all prisoners can be scanned (for example, those with disabilities which mean they cannot stand unaided). A 'Do not X-ray body scan' alert should be put on NOMIS as soon as possible for these prisoners. The Board have not had the opportunity to monitor the scanning protocols but intends to do so during the next reporting year.

4.1.3 A dedicated search team (DST), comprising four officers, has been established. Mostly searches follow intelligence information. This DST is also responsible for taking the prisoners from segregation back to the scanner each day until a negative finding is achieved. The Yorkshire area search team (YAST) and sniffer dogs also carry out searches randomly or based on intelligence.

4.1.4 Induction for each prisoner takes time. For example, it can take upwards of four hours to process between 10 and 20 prisoners. Each man is identified, checked, recorded, seen by healthcare (checking their physical and mental health), has his property and clothing checked and is scanned. Clothing and property are handed back after the 72-hour quarantine period required by the COVID-19 rules.

4.1.5 Considerable changes were necessary for wings, residents and regimes during the pandemic as reverse cohort units had to be managed. The logistical management of separating these cohorts on wings for exercise and domestic periods, with cleaning of railings and handles in between, was described by officers in Board phone calls as being 'complicated'.

4.1.6 The incentivised substance free living (ISFL) unit was not able to function as such and the first night centre (FNC) operated as an overflow. During June 2020 for example, members were aware the FNC housed 14 prisoners, being a mix of reverse cohorting, some vulnerable prisoners, some COVID-19 isolating and some preparing for resettlement.

4.1.7 The Board was concerned about prisoners arriving at Leeds for short seven-day sentences. These were difficult to manage not only in terms of reception and induction but also, in the midst of the pandemic, with the necessary cohorts required to separate men.

4.2 Suicide and self-harm, deaths in custody

4.2.1 Ten deaths in custody were reported during the year: four were from natural causes; five were apparently self-inflicted and one where the apparent cause remains unclear. There was an additional death of a recently released prisoner in the community. Prison and Probation Ombudsman (PPO) investigations have been concluded in respect of four of the deaths. Following a death in custody, PPG undertakes an immediate review of the care provided. This is followed within five days by a multi-disciplinary case review meeting to review opportunities for improvements and the prevention of future deaths (PFD). Some inquests have not been held because of delays in the coroners' system mainly due to the pandemic.

4.2.2 Board members observed that one prisoner who died was a first-time prisoner with a lengthy sentence. He was not well known to the prison staff and death occurred within five days of his arrival. The Board discussed with the Governor whether such prisoners should be put on an open assessment, care in custody teamwork (ACCT) as a matter of course. The prison responded by saying that such prisoners, and those on remand and awaiting trial for serious offences, would be targeted by key workers to build a relationship and to identify risks of self-harm.

4.2.3 In November 2020, in response to deaths in custody, a safer custody meeting was held to agree future steps and actions. One such action was the review and updating of documentation, together with the creation of a 'risk of suicide identification form'. This is algorithmic in format, using risk factors to generate a risk screen. The Board welcomes this development and will continue to monitor the outcomes of this action.

4.2.4 June 2020 provides an example of the use of ACCTs. Seventy-two ACCTs were opened of which 49 were started during the first five weeks of custody. Of those, 10 prisoners were in custody for the first time.

4.2.5 There are four case managers in the safer custody department checking all the ACCTs in the prison, apart from those in the segregation unit which are managed by the relevant Governor.

4.2.6 Key worker sessions are critical to the management of ACCTs but due to staffing levels and regime restrictions, they were not always able to take place. This was picked up by the HMIP short scrutiny visit in June 2020. 1,011 ACCTs were recorded during the year. The Board has been unable to see enough ACCT documents throughout the reporting period to monitor their quality and efficacy.

4.2.7 The figures for self-harm have fallen and risen, often in relation to the lockdown and times of easement. During the reporting period 675 incidents were recorded. This figure includes some individuals who are repeat and prolific self-harmers.

4.3 Violence and violence reduction, self-isolation

4.3.1 Levels of violence reduced dramatically during March – December 2020, mainly because of the COVID-19 crisis. The normal prison regime had to be curtailed with cohorts of prisoners being allowed out of their cells for only one hour a day (half an hour for domestic matters and the other for exercise).

4.3.2 Daily briefings informed the Board. It was noted that each time the regime was relaxed incidences of bullying and violence would increase. Of the 265 instances recorded in 2020, 170 were prisoner on prisoner assaults or fights and 95 were assaults on staff.

4.4 Vulnerable prisoners, safeguarding

4.4.1 F Wing houses vulnerable prisoners. The Board has no knowledge of any particular problems coming to light, apart from a leaking roof. Buckets placed on the wing stairs to collect the water leaking from the roof are both a trip hazard and a potential weapon as well as impeding access.

4.4.2 Two transgender prisoners were received during the year at different times. They were housed in the FNC and on F wing. No problems were reported. The prison took the opportunity to send out the HMP transgender policy to staff to remind them of the management of these prisoners.

4.4.3 Prisoners requiring additional safeguarding are monitored through the safety intervention meetings (SIM) and the challenge support intervention plan (CSIP) procedure.

4.5 Use of force

4.5.1 A reduction in the number of use of force incidents, due to the pandemic and curtailed regime, is noticed. 550 incidents were recorded in the reporting period.

4.5.2 The pandemic stalled the holding of use of force meetings until the latter part of the year.

4.5.3 Board members are aware that the prison places great emphasis on the use of de-escalation techniques such as five-minute interventions (FMI) and the application of guiding holds while restraining and escorting prisoners. Using June 2020 as an example, there were 33 use of force incidents: four planned movements and 29 spontaneous events (13 of these were low level).

4.5.4 The use of body worn video cameras (BWVCs) is an issue that keeps cropping up. Cameras are not always deployed in a timely manner during reportable incidents. Often, they are turned on towards the end of the incident. Constant reminders, both verbal and written, are provided by senior staff that the BWVC should be deployed as soon as officers attend a reportable incident. The Board will continue to monitor this. Use of force scrutiny meetings are held regularly and the Chair of the IMB has attended one such meeting within the reporting year.

4.6 Substance misuse

4.6.1 There has been a reduction in the use of psychoactive substances. This is most likely because of the curtailed regime together with factors such as less association time, lack of prison visits and fewer parcels giving less opportunity to pass or receive illicit substances or packages.

4.6.2 The Board was told that each time the regime was relaxed 'throw-overs' increased. There was also a greater incidence of mail which had been impregnated with psychoactive substances received by the prison, some of which wrongly claimed to be from legal representatives.

5. Fair and humane treatment

5.1 Accommodation, clothing, food

5.1.1 Accommodation in HMP Leeds comprises shared cells predominantly. Cells contain bunk beds, small cupboards, a toilet and handbasin. A tv provides access to the prison video channel which is used to convey information to the men and allows them the opportunity to have any questions answered by the Governor.

5.1.2 There is little room for movement and the cells are often airless and dark due to the grilles on the outside of the windows. For the majority of the reporting year, men have spent 23 hours per day locked in these cells due to the pandemic restrictions. All prisoners are risk assessed for suitability to share a cell (cell share risk assessment/CSRA) and, whilst most prisoners comply with this, there are those who are adamant that they will not share, and they are dealt with by the adjudication process. Most cells now have in-cell telephony and this has proved to be a great asset during the pandemic when men could, for example, have initial consultations with healthcare staff without the need for face-to-face meetings.

5.1.3 All wings have showers and laundry facilities. It has been reported to the IMB that showers are not all consistent in temperature and this has been reported on in our rota reports and subsequently passed on to the works department for their attention.

5.1.4 During the reporting period, the need for careful attention to maintaining a safe and hygienic environment has been paramount. Wing cleaners have ensured that all areas of the wings are cleaned thoroughly and regularly.

5.1.5 Prisoners are able to wear their own clothing, although prison issue clothing is available for those who do not have sufficient clothing of their own. There are limits on the amount and type of clothing that prisoners can have in their possession. The size of the cells and storage space therein limits what can be accommodated at any one time. It is important that prisoners retain a sense of individuality and clothing is a factor in being able to do so.

5.1.6 Three meals per day are provided by the kitchens and are transported to wings in heated trolleys and then transferred to the servery counters. The kitchen caters for many different diets and food is generally considered to be of a reasonable standard and sufficient in quantity. The IMB received very few complaints about the food. All meals are eaten in cells as there is no space or provision for dining out of cells. It has been a long-term concern for IMBs that prisoners are having to eat food in the same space that houses their toilet facilities, which is both unpleasant and unhygienic.

5.2 Segregation, special accommodation

5.2.1 The segregation unit has capacity for 21 prisoners in total. Eighteen cells are for 'normal' use and there are two special accommodation cells and one constant watch cell. The special accommodation cells have not been used for the past two years.

5.2.2 During the reporting period, there was only one prisoner who remained in the segregation unit beyond 42 days and the IMB monitored that all appropriate permissions were obtained to keep him segregated beyond that time.

5.2.3 The Board has had more interaction with segregation than any other part of the prison following its duty to monitor daily numbers and men. Unfortunately, due to low numbers of Board members going into the prison and the pandemic, it was not possible to see men who had been segregated or check that paperwork had been completed correctly in the vast majority of cases and we relied heavily on segregation staff for our information.

5.2.4 A dedicated Governor and custodial manager (CM) oversee the work of the segregation unit and many of the staff have worked on the unit for a number of years. So far as the Board has been able to observe on the occasions that they have been able to directly monitor, there appears to be a good rapport between staff and the men in their charge. Reviews are held each week and, where circumstances have allowed, the Chair has attended a small number of reviews. The room where reviews are held is a small cell with table and chairs but very little room for social distancing. Members of the IMB not able to visit the prison have been able to listen in to proceedings via the 'spider' phone but it is not very satisfactory as the sound is distorted and it is difficult to follow what is going on. As regime restrictions ease, it is hoped that IMB members can attend reviews and adjudications in person.

5.2.5 Prisoners in segregation are seen daily by the duty governor, healthcare staff, mental health workers (where appropriate) and a member of the chaplaincy. If a member of the IMB is in the prison, it is expected that they will visit the unit and speak with all the prisoners as well as staff.

5.2.6 The daily regime starts at 7.30am when the men collect breakfast and inform staff if they wish to go out on exercise, have telephone calls or a shower. Exercise is held outdoors in the afternoon for half an hour and uptake is generally good. The core day ends at 5pm.

5.2.7 Over the latter part of the year, there was an increase in prisoners being sent to the unit for spitting at staff. The prison took a no-tolerance approach and referred such matters to the police. By contrast, an assault by a prison officer on a prisoner was not referred to the police. One prisoner received a sentence of 26 weeks for spitting at staff while being restrained. Further incidents have also been referred to the police.

5.2.8 Several prisoners held in segregation had serious issues with their mental health and periods spent in segregation can be long, whilst assessments and arrangements are being made for transfer to more appropriate settings. The Board recognises the complexities of these issues and the factors involved in progressing referrals and intends to monitor this situation more closely over the coming year.

5.3 Staff-prisoner/detainee relationships, key workers

5.3.1 It has been difficult to actively monitor the relationship between staff and prisoners due to the pandemic restrictions. Even on rare occasions when an IMB member did visit, opportunities to observe day to day interactions on the wings were extremely limited.

5.3.2 Prior to the first lockdown, the IMB was informed that monthly wing consultations and monthly prisoner information desk (PID) meetings took place. As with other meetings they were halted for most of the reporting year. So that prisoners could still have their say, they were invited to complete a survey about the lockdown

regime. They were asked what they would like to see changed. As a result of the responses, the regime was changed to having a whole hour out of cell, as opposed to two half-hour sessions, for showers, exercise and telephone calls. Feedback after the change was not particularly positive, as it meant that, if unlock was done on a rota basis, men could be in their cells for more than 24 hours (apart from collecting meals). The regime reverted back to the original two half-hour sessions per day.

5.3.3 The Governor had introduced 'Governor's question time' prior to the pandemic, where a number of prisoners got to meet with him and put direct questions to him. This had to change as a result of COVID-19. Prisoners were able to submit questions via applications and the Governor recorded his responses which were then relayed on the prison video channel. This proved to be very successful in reaching a greater audience than previously.

5.3.5 With regard to key workers, all prisoners are allocated a key worker within 24 hours of arriving in prison. The frequency with which key worker sessions are held is reliant on officers being detailed to those duties but sessions should be weekly and last for 45 minutes, including time to write up the meeting. Each month, a random selection of records should be looked at and assessed as to quality of interaction and recording. However, during the reporting period, key working was largely suspended due to the pandemic.

5.4 Equality and diversity

5.4.1 The various meetings and residents' forums which would normally be held throughout the year were unable to be continued after March 2020. Lockdowns and reduced staffing levels during periods when HMP Leeds was declared an outbreak site effectively meant an end to the majority of meetings for the remainder of the year.

5.4.2 A total of 215 discrimination incident reporting forms (DIRFs) were received in the reporting year. The DIRF scrutiny panel found there to be discrimination in 47 cases. Most matters were dealt with via the adjudications procedure but a small number of prisoners were referred to the police as their actions were deemed to be 'hate crimes'. In cases where staff were considered to have acted in a discriminatory manner, internal disciplinary proceedings were brought against them.

5.4.3 During the reporting period HMP Leeds had two transgender prisoners. They were managed on either the first night centre (FNC) or F wing. They exercise and shower separately from other prisoners and are given bowls in order to wash underwear discreetly in their cells. Multi-disciplinary meetings, as per the framework, consider risk, support and particular needs. Transgender support panels in the community scrutinise the work being done with transgender prisoners within the prison.

5.4.4 Personal escape and evacuation plans (PEEPs) are in place for any prisoner with a disability. The PEEP list is circulated to all wings and departments within the prison and is regularly updated. There are lifts and stair lifts for those who have limited mobility or are wheelchair users.

5.4.5 Older prisoners who wish to work are given the opportunity to do so (COVID-19 permitting).

5.5 Faith and pastoral support

5.5.1 The chaplaincy at HMP Leeds comprises a full-time chaplain from each of the Anglican (C of E), Roman Catholic (RC) and Muslim faiths. In addition, there are part-time representatives from the free churches, the Sikh, Hindu and Jewish faiths, and Jehovah's Witnesses. There is no specific provision for Rastafarians or Mormons. All new receptions into the prison are seen by a chaplaincy member within 24 hours. This has continued throughout lockdown periods despite staffing being reduced.

5.5.2 The chaplaincy plays a significant part in many aspects of prison life: working with probation to contribute to specific sentence plans; providing valuable links to community faith groups as part of throughcare planning; offering a counselling service (suspended for most of 2020) facilitated by students undertaking a counselling course; seeing prisoners subject to assessment care in custody teamwork (ACCT) documents on at least a weekly basis and attending reviews; operating a prison visitor scheme; offering one-to-one work with individuals and completing daily rounds of both the segregation unit and the complex care wing.

5.5.3 The chaplaincy has been able to offer weekly services for C of E, RC and Muslim prisoners using the prison video channel instead of weekly worship in chapel. They have distributed literature every week for all faiths. A full year planner is sent to all staff and prisoners annually with information about major religious events.

5.5.4 Bereavement and pastoral care are an important part of chaplaincy work. During a year in which it has been impossible to allow prisoners to attend funerals or have visits with sick relatives, they have sought ways to ensure men are not left out of these important occurrences. Zoom meetings have been arranged to see sick relatives or 'attend' funerals. Where possible, prisoners were able to watch funerals via video link in the multi-faith centre.

5.5.5 The chaplaincy is responsible for ensuring funeral arrangements are in place for those who die in custody.

5.6 Incentives and earned privileges

5.6.1 Throughout the reporting year, prisoners have been listed as either standard or enhanced in terms of IEP, as a consequence of the COVID-19 pandemic. Occasionally, because of serious misbehaviour, televisions have been removed but only after careful consideration and 'defensible decisions' have been made and recorded. The IMB questioned the removal of televisions from some prisoners but, after speaking with one of the Governors and viewing a sample of the defensible decisions documentation were satisfied that the actions were justified. Those unofficial punishments (see 3.2.4) which were identified in the 2020 report by HMIP were discontinued.

5.7 Complaints

5.7.1 In the year 2020, there were 2316 complaints submitted from prisoners of which 236 were confidential access forms to the Governor, the Ombudsman or the IMB. The main areas of concern were property (412 complaints), staff issues (237), residential (224), canteen (155) and cash/finance (108). Although the Board has

been unable to confirm this, we understand that complaints are logged and responded to (although not necessarily concluded) within the timescales allowed.

5.8 Property

5.8.1 Property going missing either on transfer to or from another prison, in the postal system or within the prison (for example, following a cell move) is a regular cause for concern and irritation for prisoners. It is the subject of the largest number of complaints received by both the prison (412) and the IMB (64).

6. Health and wellbeing

6.1 Healthcare: general

6.1.1 In October 2020, the provision of healthcare changed from Care UK to Practice Plus Group (PPG). There are 79 healthcare staff including GPs, nurses, pharmacists, mental health workers and a dentist.

6.1.2 Throughout the COVID-19 pandemic, the Care Quality Commission were in regular, monthly telephone contact with the head of healthcare to monitor what impact the outbreak was having within the prison. Healthcare staff had sufficient supplies of PPE to enable them to carry out their work safely.

6.1.3 One nurse, healthcare support workers and a GP work within reception, processing and assessing new arrivals or prisoners who are going to Court or being transferred/released throughout the day. Medical examinations for health screening are required for all. Sometimes the process can last late into the evening and may be deferred until the morning. A second nurse would ensure that the process is completed in a shorter time subject to review of the available accommodation in reception. A business case to NHS England has been made for a second nurse to help in the process and currently lies with NHS Commissioners. The Board hopes this will get attention soon.

6.1.4 There were 185 concerns received by healthcare in 2020, of which 160 were responded to within 5 days. The main areas of concern by subject were medication (85 concerns), appointments – general, cancellation and referral time (44), clinical care (42) and substance misuse (17).

6.2 Physical healthcare

6.2.1 The prison is able to provide 24-hour nursing care and has close connections with a local hospice for end of life planning and care. The complex care wing (H3) has 16 cells and a palliative care suite. Occasionally, prisoners are transferred in from prisons which do not have the facilities to offer 24-hour healthcare facilities for end of life care or management of complex care needs.

6.2.2 Daily records are kept of attendance at clinics. Men have to explain their reason for non-attendance at an appointment. Whilst most face-to-face consultations were cancelled due to the pandemic, reduced staffing levels have sometimes meant that prisoners were unable to be escorted to their appointments.

6.2.3 In-cell phones have been useful in many ways. GPs and nurses are able to remind prisoners about appointments, make enquires, discuss symptoms and worries and understand the needs of prisoners.

6.3 Mental healthcare

6.3.1 The mental health team is made up of a manager, four senior mental health nurses (band 6), two mental health nurses (band 5 or agency staff) and two part-time psychologists. Three clinics are held each week.

6.3.2 There is concern in all quarters at the number of men with significant mental health concerns being received at Leeds. The Board understands that it is the role of the liaison and diversion service to identify these men and divert them from custody at the time of them attending court. Unfortunately, prison healthcare practitioners

spend many hours at multidisciplinary team meetings assessing needs of these prisoners.

6.3.3 As mentioned previously, these prisoners have found themselves, on occasion, in the segregation unit as a consequence of their behaviour. The Board feels that this is not an ideal environment for them.

6.4 Social care

6.4.1 A senior nurse practitioner has been instrumental in forging links with a local hospice and prisoners receiving end of life care have spent time in the hospice or are supported by them should they choose to remain in prison.

6.5 Exercise, time out of cell, gym

6.5.1 Before March, and the pandemic, men could expect regular access to the gym. A sports hall, weights room and cardiovascular training room are available. The facilities were very popular. Since COVID-19, all prisoners have been offered half an hour a day for exercise outdoors in the wing exercise yard.

6.5.2 During tier 2 restrictions, the gym was used by adapting it to social distancing for smaller groups. During periods of lockdown, when the gym was no longer available, physical training instructors (PTIs) devised socially distanced, outdoor exercises for small groups of men and this proved to be a great success and there is a suggestion that this may continue after the end of the pandemic.

6.5.3 To encourage prisoners to keep as fit as possible, PTIs made videos looking at how the men could exercise in their cells and included healthy lifestyle advice.

6.6 Drug rehabilitation and alcohol rehabilitation

6.6.1 The drug and alcohol recovery service (DARS) group work programme has not been able to run for most of the year. Substance abusers were asked to chart their own observations and report back. PPG has continued to provide substance misuse services, daily observation and monitoring; 5 day and 13-week reviews continued throughout this period of time.

6.7 Soft skills

6.7.1 Before COVID-19 a craft class was available for those not engaging in education. Seeing the benefit of simple progress, some prisoners, who had previously not involved themselves in training, moved on to accredited courses.

6.7.2 There was a huge increase in the demand for distraction packs as prisoners were confined to their cells for most of the day, the contents of which needed constant refreshment.

7. Progression and resettlement

7.1 Education, library

7.1.1 Novus runs the education provision which includes library services. There are two libraries, one for E and F wings and another for the remaining wings. Two librarians process applications for books and other resources. For COVID-19 safety, books had to be held back for 72 hours after being returned and before being lent again.

7.1.2 The IMB is not aware of any complaints concerning the library facilities. Over 1,000 books have been donated and the last inspection recommended that the management system for the books should be computerized.

7.1.3 The Board understands that £150,000 is to be spent on cabling and 'link up' to provide five new machines for distance learning in the libraries.

7.1.4 The Board was concerned that lockdown meant there was no education engagement with prisoners through classroom support. A combination of union concerns, prison regulations and staff uncertainty meant that teaching staff were furloughed at home.

7.1.5 Staff used the period to update and check resources and complete training needs. They provided distraction packs, including board games, which were placed on each wing to be collected during the domestic half hour. The Board asked for these packs to be varied after prisoners stated that they were bored with the same things.

7.1.6 Education staff were allowed back into prison gradually in small bubbles of two at a time to enable social distancing. They gave individual support with induction and training skills. Kitchen health and safety and cleaning syllabuses were provided in packs for NVQ levels 1 and 2. These were marked by education staff who then examined them .

7.2 Vocational training, work

7.2.1 COVID-19 meant that the opportunity for work or training was considerably reduced. Those in essential work such as waste management, tea packs, kitchens, and cleaners were able to carry on, but for most the closure of education classes and workshops meant they were confined to their cells for 23 out of 24 hours.

7.2.2 Cleaners who were trained to deal with bio-hazard situations (dirty protests) received a bonus for this work. The Board would like to recognise the work of all who continued to work to keep the environment clean and the prisoners fed.

7.2.3 Q Branch (three staff members and three prisoners) worked on smaller jobs around the prison and it is they who fitted rails for privacy screens, window curtains and bunk beds and were responsible for furnishing cells in the segregation unit with indestructible beds and shelving units. Perspex booths were designed and made for use in visits to prevent the spread of COVID-19. Q Branch also helped manage the chickens, and grew root vegetables and salads, which were sold to staff in the shop open during the core day or lunchtimes. Outside reception, they built and maintained

a carp pond. In addition, they built two aviaries which house owls and it is hoped that prisoners will eventually be tasked with the care of these birds.

7.3 Offender management, progression

7.3.1 The offender management unit (OMU) is staffed by probation officers and uniformed staff who are supported by administration staff. They are responsible for maintaining OASys records which assess the risks and needs of an offender in order to identify appropriate interventions in order to bring about a positive change in behaviour. Initial OASys plans should be completed within 10 weeks of the prisoner's arrival at HMP Leeds following conviction and sentence.

7.3.2 The closure of courts during the pandemic meant that fewer prisoners were being sentenced and so the number of OASys documents to complete fell significantly. Despite staff absences due to illness or shielding, most OASys documents were completed within the timeframe allowed, with only six outstanding in December 2020.

7.3.3 Probation staff have been able to visit wings during the pandemic subject to the usual social distancing, mask wearing and handwashing rules.

7.3.4 The OMU works collaboratively with various other providers to identify needs in relation to education, training and employment; accommodation; drug and alcohol misuse; mental and physical health; offending behaviour programmes, financial concerns, risk management and family support. There has been no opportunity for any offending behaviour programmes to take place during the pandemic.

7.3.5 Parole boards have been able to make faster than usual progress with listing cases which has meant that prisoners have been able to plan for release (or not) without the delays experienced elsewhere in the justice system.

7.3.6 Access to video links with probation officers has been complicated by the pandemic. Courts and solicitors take priority in the video suite. It has occasionally taken three to four weeks for a probation officer to make contact about licence issues.

7.3.7 Remand prisoners are mixed in wings with sentenced men. The safer custody team try to keep up with the needs of those remanded but they do not have the same access to help through probation as convicted men. Men on remand were waiting longer for their cases to come to court than in the past because of the pandemic and associated closure of courts.

7.3.8 The early release scheme was introduced in 2020 as a means of identifying those men who could be released from prison before their normal release date. This was in order to reduce prison numbers and ostensibly reduce the risk of spreading COVID-19. The scheme was cumbersome, time consuming to administer and very few men fitted the criteria. Only one man was released from HMP Leeds under the scheme.

7.4 Family contact

7.4.1 2020 saw a significant reduction in the number of visits made by family and friends as lockdown was imposed. Purple Visits were introduced whereby prisoners could have 'virtual' visits with their friends and loved ones. The numbers of actual visits to the prison fell dramatically as the year progressed. The visits room was

made safer by the introduction of screens separating prisoners and visitors. There could be no physical contact and some found this difficult to deal with.

7.4.2 Storybook Dads, photo and video messaging have continued despite the outbreak and received many applications. Fathers can read and record a story book for their children. Puppets are used to illustrate the stories. Once edited, videos are sent to the prisoner's family. The process is the same for photographs and video messaging.

7.4.3 A new initiative, which involves inviting teachers from local schools to attend a one-day course aimed at helping them understand and support pupils who have a parent in prison, had just a single one-day session before COVID-19 restrictions came into force. A further six one-day courses are planned to start as soon as restrictions are eased.

7.5 Resettlement planning

7.5.1 Resettlement planning is a partnership between the integrated 'through the gate services', the CRC, the National Probation Service and other statutory bodies such as the police. In Leeds, 'through the gate services' are provided by Catch 22. They are commissioned to provide tailored resettlement plans to meet the needs of each prisoner before and after release. The Board has not had the opportunity to gauge the efficacy of this work.

7.5.2 Whilst COVID-19 restrictions meant staff could not visit wings to have face-to-face meetings with prisoners, in-cell telephony meant that resettlement plans could still be discussed with the men.

7.5.3 Each day the resettlement managers review the previous day's receptions and prioritise prisoners needing immediate attention. All should be seen within five days of admittance, but short stays need attention first. Remand prisoners are also reviewed in case they might be acquitted from court. Prisoners with short sentences and those brought back on licence provide challenges to the service. Risk assessments, resources, the impact on staffing and information collection during the few days of imprisonment overbalances work which should be carried out for those prisoners with longer sentences.

7.5.4 The Leeds based charity, Tempus Novus, works with prisoners to find employment. As with all other aspects of life, the work they could do was severely restricted by the pandemic.

8. The work of the IMB

8.1.1 The advent of COVID-19 severely restricted the attendance of IMB members at HMP Leeds. Indeed, between 11 March and 17 July there were no visits to the prison in line with advice from the Secretariat and public health guidance. As all members of the Board at that time were dual Board members and had only been appointed to the Leeds Board in March/April, our knowledge of the prison, its regime and personnel was minimal. Regular communication was by telephone and email, weekly rota reports were completed and fortnightly calls with the Governor were established. The difficulties of monitoring an unfamiliar prison from a distance cannot be understated.

8.1.2 There were three members who had been appointed to the Board in 2019 but who had yet to start. They were contacted and all began by attending a Board meeting in the latter part of the year. Shortly thereafter, one of the new members asked for a sabbatical and so played no further part in the work of the Board.

8.1.3 The two remaining new members completed some online training delivered by the IMB training team. There was no provision for any further formal training at a local level, due to the pandemic.

Board statistics

Recommended complement of Board members	20
Number of Board members at the start of the reporting period	3
Number of Board members at the end of the reporting period	6 (3 dual boarding, 2 new members and 1 on sabbatical)
Total number of visits to the establishment	33
Total number of segregation reviews attended	A maximum of 10

Applications to the IMB

Code	Subject	Current reporting year (2020)	Previous reporting year (2018)
A	Accommodation, including laundry, clothing, ablutions	14	21
B	Discipline, including adjudications, IEP, sanctions	8	2
C	Equality	1	19
D	Purposeful activity, including education, work, training, library, regime, time out of cell	5	18
E1	Letters, visits, telephones, public protection restrictions	8	21
E2	Finance, including pay, private monies, spends	6	9
F	Food and kitchens	1	6
G	Health, including physical, mental, social care	14	36
H1	Property within this establishment	6	29
H2	Property during transfer or in another establishment or location	2	35
H3	Canteen, facility list, catalogue(s)	2	11
I	Sentence management, including HDC, release on temporary licence, parole, release dates, re-categorisation	11	21
J	Staff/prisoner concerns, including bullying	35	34
K	Transfers	3	5
L	Miscellaneous, including complaints system	0	0
	Total number of applications	116	267



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