



HMP BRONZEFIELD

**INDEPENDENT MONITORING
BOARD**

**ANNUAL REPORT
2007/2008**

1 October 2008

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Section 1

THE STATUTORY ROLE OF THE IMB

The Prisons Act 1952 and the Immigration and Asylum Act 1999 require every prison and IRC to be monitored by an independent Board appointed by the Home Secretary 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.

DIVERSITY STATEMENT

HMP Bronzefield Independent Monitoring Board is committed to an inclusive approach to diversity which encompasses and promotes greater interaction and understanding between people of different backgrounds including race, religion, gender, nationality, sexuality, marital status, disability, age etc. We also recognize that a fully inclusive approach to diversity must also respond to differences that cut across social and cultural categories such as mental health, literacy and drug addiction.

The Board values this approach to diversity within its recruitment and board development practices to increase its repertoire of skills and awareness amongst its members of the diverse needs and perspectives of the population within HMP Bronzefield.

All members of HMP Bronzefield IMB will undertake their duties in a manner that is accessible to everyone within the establishment regardless of their background or social situation. The Board will monitor to establish that the experiences and interaction between staff, prisoners, detainees and visitors is fair and without prejudice. Where this is not the case the Board will alert appropriate authorities and individuals including the Director, Senior Management, Area Manager and the prisons Minister.

REPORTING PERIOD

1st August 2007 - 31st July 2008

Section 2

DESCRIPTION OF THE PRISON

HMP Bronzefield opened in June 2004. It is a privately run local prison, managed by KALYX, which holds both remand and sentenced adult female prisoners and unconvicted young people. It is located in Ashford, Middlesex, close to Heathrow Airport, with a Certified Normal Accommodation (CNA) which was increased from 450 to 465 during the year. The prison has a 12-bed Mother and Baby Unit (MBU).

HMP Bronzefield serves 96 courts from St Albans to the Isle of Wight.

At the turn of the year there was a change of Senior Management, with a new Director, Deputy Director and Head of Operations. In March 2008 there was a restructuring of the Senior Management Team with reassignment of roles and responsibilities. The alignment to the new NOMS pathways took place in 2007.

Voluntary organisations providing services include CAB, WISH (prisoner support) and Hibiscus (support for Foreign National and minority ethnic women).

Section 3

EXECUTIVE SUMMARY

We are asked to report on areas of concern and commendation and will do so, but readers should be aware that the majority of areas monitored are working well in a modern, clean, bright, purpose-built prison which is not overcrowded.

We would especially like to mention the following areas of excellence, the Mother and Baby Unit, the Link, Programmes and in-patient healthcare, where staff have supported each other and prisoners alike without discrimination. Bronzefield is a decent, safe prison, staffed for the most part by caring, if inexperienced officers. The ethos of the prison is one of respect for the individual, with a proactive Senior Management Team. The IMB however, has concerns that operational procedures are not always rigorously enforced and that this may have had an impact on Security in the prison.

- HMP Bronzefield houses some disturbed, violent and difficult-to-manage prisoners who are looked after with care and professionalism in most instances.
- The Board however, continues to be concerned about the number of women in custody who present with severe mental or behavioural issues, who should not in our view be being cared for in prison.
- During the year, IMB concern has grown about the shortage of purposeful activity aimed at helping prisoners obtain employment after release. There have been some worthwhile initiatives but with serious delays in implementing them.
- There have been concerns this year, reported to and monitored by the IMB, about the way prisoners are received at Bronzefield, especially those for whom this is their first experience of custody. The Board is aware of first night phone calls not being given, prisoners being encouraged to sign property forms waiving their right to be present while their property is listed and searched and Connections workers being expected to do work which is more appropriate for uniformed staff. Active support for prisoners for whom English is not their first language is often poor, especially in a prison with over 30% Foreign National prisoners.
- There have been concerns about the care and support given to vulnerable women during their first night at Bronzefield. Information obtained at reception about first-timers, non-English speakers and women who are very upset is not always picked up and acted on at the house-block.
- The Board has observed that there is a large number of inexperienced staff in this prison with less than 2 years experience.
- The Board is pleased to report that there have been no deaths in custody, which must in some considerable part be down to the care and awareness of prison staff.
- Audit trails in many parts of the prison, such as Residential, Education and Healthcare, are often inconsistent or poorly recorded which has made it difficult for the Board to monitor accurately how many prisoners are in work or other purposeful activity.
- The Board continues to maintain a good professional working relationship with the Director and Senior Management Team, and with the Controller and his team and is grateful to both for their full responses to its queries.

Questions for the Minister

- *Can the Minister clarify what the Government's long-term plans are for the female estate, given that there have been two conflicting reports published this year, namely the Corston and Carter Reports?*
- *When will HMP Bronzefield have its own Police National Computer terminal? The prison has to request access to a terminal at YOI Feltham. Prisoner release dates are often delayed because of the difficulty in obtaining the data needed, which must aggravate overcrowding in the prison estate. The Board is told that under half of all prisons have access to the PNC and that, because of data protection, information on Bronzefield prisoners has to be couriered personally from Feltham or collected by staff.*

Questions for Kalyx

- *The Board recognises the difficulties of operating a personal officer scheme in a local prison but asks what steps are being taken to improve its use at HMP Bronzefield where the scheme is ineffective. Prisoners report that they don't know who their Personal Officer is, and staff say that prisoners are moved between Houseblocks so often as to make the scheme unworkable.*
- *When will a multi-language information touch-screen facility be available for prisoner induction?*
- *When will NVQ's be available to those who work in the kitchens and other training areas such as the gym? It is an occupational credit regularly available in other local prisons. When will an NVQ assessor be appointed to Bronzefield so prisoners can be discharged with a recognised qualification to enhance their prospects of employment on release.*

Section 4 AREAS THAT MUST BE REPORTED ON

4.1 DIVERSITY

Foreign Nationals (FN)

- For more than a year the prison was without a Foreign Nationals co-ordinator, a new one being appointed in March 2008. During this period the prison's successful 'Cultural Awareness Days' were suspended.
- The prison's Rough Guide is now printed in six foreign languages; Prison Service Prisoners' Information Booklets are available in 19 languages in Reception; newspapers are available for speakers of Polish, Spanish and Arabic. The Board has been concerned by the inadequacy of the services provided for FN prisoners, who often constitute between 30% and 40% of the population:
- Women with little or no English can pass through the induction process without the seriousness of their predicament being detected (April 2008 Board meeting). Making reception phone calls on arrival can present difficulties for FN prisoners because of time differences in their home countries (Rota report 2/11/07). Although there is a provision for making these calls at more suitable times, this issue is not always dealt with proactively by staff. FN prisoners also reported that they are not always getting a free overseas call in place of visits and that there are delays in receiving free airmail letters.
- Hibiscus staff hold weekly surgeries for newly arrived FNs.
- Connections workers attend FN and REDAT (Race, Equality and Diversity Team) meetings, but are often expected to do work which might more usually be done by uniformed staff. They receive little training or support, although the board acknowledges that they attend a two week "Learning Champions" in preparation for the role.
- There has been no facility for FN prisoners to meet regularly with managers to discuss race and diversity issues (as recommended by the HMCIP Action Plan in April 2008).
- The ethnic monitoring data for the monthly analysis at the REDAT meetings has not always been complete or accurate.

Race Relations

- The Race Equality and Diversity Officer handled an average of 17 complaints per month about racial abuse during the reporting year, of which between a quarter and a third were upheld. The process of submitting Racist Incident Reports appears to be well understood in the prison and overall the staff at BZF try to ensure that prisoners of all races and faiths feel safe and respected.

Disability

- The prison has a Local Operating Procedure for prisoners with a disability, which implements PSO2855. There is a part-time Disability Liaison officer. The Board is of the view that the prison manages prisoners with disabilities well and without discrimination.

Age

- There is no specific policy in place for prisoners of pensionable age.

4.2 LEARNING AND SKILLS

- Teaching staff numbers were increased from 7 to 12 during the year and the appointment of a Writer in Residence has had an excellent impact, especially with the printing of poetry books written by prisoners.
- Courses offered are ESOL, Art, IT, and 'Skills for Life' (basic literacy and numeracy). Courses are based on Open College Network week-long modules.
- There should be up to 397 ETE places available for Bronzefield's maximum of 465 prisoners, (76 in education, 68 in workshops and the rest in employment) but these figures have not been achieved for much of the reporting year. It is often hard for the Board to monitor how many prisoners are at Education; numbers on the list recorded at the entrance of Education Department do not always equate with those in the classrooms and library.
- Prisoners are assessed for basic literacy during their formal induction, but their educational requirements do not get written into their sentence plans, which may have an adverse impact on prisoners with such needs.
- Education pay is equal to that given for most other work in the prison.
- The Board was concerned by the drop in the number of vocational training opportunities on offer during the year. The Stepping Stones craft workshop closed at the end of January in order to be converted into a new painting and decorating workshop. The facility was still unused seven months later. The Hairdressing training facility was suspended for eight months at the end of 2007 due to lack of staff. The kitchens ceased doing NVQ catering courses in January because of the lack of an assessor and have not restarted. The well-equipped gym lost most of its staff in the autumn of 2007, resulting in the cancellation of courses. By the end of the reporting period, the new gym staff had not completed the training necessary to run vocational PE courses for prisoners again. Gardening work ceased for an extended period because of staff problems.

4.3. HEALTHCARE AND MENTAL HEALTH

Inpatients

- The Board continues to be impressed by the way staff look after women with severe mental health and behavioural problems resident in Healthcare.
- Having so many difficult and demanding patients with individual needs can impact on staff time, resulting in problems in providing all Healthcare prisoners with association, or time in the fresh air, for which there has often been no audit trail.
- The Board has concerns about the cleanliness and state of decoration of some of the cells. While we understand that such a full and busy unit has problems in keeping rooms clean, some of the rooms are distinctly substandard for an in-patient facility.

Outpatients

- There have been long-running difficulties for prisoners seeking medical appointments. Some house-block officers failed to pass applications to Healthcare promptly and the issuing of movement slips was unreliable, with inadequate audit trails. A new, more accountable system came into place at the end of July 2008.

- There is no audit trail recording why prisoners fail to attend medical appointments, but these 'no-shows' are always recorded on prisoners' medical records, having a negative impact.
- The prisoners' general perception of the medical care at BZF is poor, but, apart from the problems women have had in securing a doctor's appointment, the Board has often found this is because they don't like the clinical decisions taken, rather than a lack of medical attention.
- There was no substance-abuse nurse in attendance at Reception, which was recommended by HMCIP following inspections in 2005 and 2007. There is now an expectation that this will be provided in the autumn of 2008.
- Dental waiting time has improved as a result of routine care being limited to those prisoners serving 6 months or more. There is no dental hygienist.
- The prison has not had an optician in attendance since April 2008
- Ante-natal care is carried out in the prison by staff from the maternity unit at Ashford and St Peter's Hospitals, which has received an award for its innovative work from the All-Party Parliamentary Group on Maternity.
- Emergency response equipment has now been placed on all Houseblocks.
- The Healthcare unit operates a Well Woman Clinic and a Sexual Health Clinic.

Help and Directions Unit (HDU)

- From February 2008 a pilot self-harm reduction project (SHARP programme) using cognitive behavioural therapy was trialled using the HDU accommodation. It comprises of a three week rolling programme for 10 women, which is residential for the first two weeks. The course is rarely full, but a 'drop-in' facility is available for those prisoners who have completed a course. Prisoners have been reluctant to leave their house-blocks, because of uncertainty over being able to return to the same accommodation and worries about losing their employment. Only 60% of spaces on the course have been taken up.
- Evaluation of the project will be made after six months and at the end of the two year pilot.
- The Board welcomes this project. Before it started, the HDU housed up to 10 vulnerable women and suffered from a lack of purposeful activity for them. Staff shortages in the education department were blamed.

Mental Health

- HMP Bronzefield contracts with Alpha Hospital, Woking, to provide an in-reach team for mental health care for those prisoners with severe and enduring mental health problems. The team consists of two full-time mental health nurses, one part-time nurse and a psychiatrist who attends one half-day per week.
- Prison custody staff caring for mentally unwell prisoners tell the IMB that they have insufficient training or resources for the extremely stressful work they do.
- When transferring women to secure psychiatric units, difficulties are frequently experienced with local Primary Care Trusts over funding issues and the availability of placements. Delays have also been encountered in obtaining MoJ movement slips, risking the placement and funding being lost.
- The Board would like to commend the work of Alpha In-reach and the Healthcare staff who look after the many prisoners with severe mental health and behavioural problems.

4.4 SAFER CUSTODY.

Self Harm.

- Staff at Bronzefield have a caring, patient and supportive approach towards prisoners who self-harm and the IMB has admiration for their work
- There has been a steady improvement in the quality of recorded entries and compliance with the ACCT system, which came into operation at Bronzefield in April 2007. Case reviews, however, are often poorly attended by agencies. The number of prisoners with open ACCT documents averages around 11% of the population.
- While the overall numbers of self harm incidents is lower this reporting period than the previous one, the number of prisoners causing harm to themselves for the first time on a new prison number was 45% higher in the first half of 2008 than in the similar period of 2007.

Anti-Bullying

- The extent of unreported bullying was unclear. Exit surveys conducted by Connections workers (prisoners) were reaching fewer than 10% of discharged prisoners.
- A Violence Reduction Officer was appointed in May 2008.
- Recent indications suggest a high percentage of prisoners said they felt safe while at Bronzefield. However, prisoners tell the Board that they do not have confidence in staff to deal with bullying issues. This may be because of the ineffective personal officer scheme. Prisoner-on-prisoner bullying usually results in one prisoner being moved, but with little visible in-depth work on the cause. The serveries remain an ongoing area of bullying due to lack of staff supervision.
- Prisoners tell the Board that they have little or no confidence in allegations of bullying by staff on prisoners being rigorously investigated
- Listener numbers have fluctuated during the year. There should be eight, but in July 2008 the number was down to four.
- At the beginning of the year there was only one Samaritans mobile phone working, a situation that had prevailed for some months. Ten more phones were ordered. In July 2008, however, it was reported that only two of the Samaritan phones were operational. This, coupled with the low numbers of listeners, is of concern to the Board.
- Use of the Samaritan phones has varied from month to month. During May 2008 the Samaritan mobiles were reportedly used 245 times, a fivefold increase on the previous month.
- There have been no deaths in custody during this reporting year, to the credit of the prison and staff.

4.5 SEPARATION & CARE (S&C)

- Staff in S&C are to be commended for their skills and patience in handling some dangerous and extremely difficult prisoners, but the Board has concerns that long-term prisoners tend to remain in the same cells for long periods of time.
- This unit rarely holds more than four residents, although those serving Cellular Confinement can bring numbers up. The IMB has usually been informed of transfers to segregation under Rule 45 within the required 24 hours, but not always, making the monitoring of the 72 hour review difficult.
- Because some of the prisoners in S&C require three or even six staff to be present when unlocked, the IMB often has to negotiate a time when it is possible to see prisoners with doors open.
- A small core group of prisoners has been held for some considerable time on the unit. Efforts are made to provide them with education, painting and time in a small association room, or escorted walks outside the unit. These facilities are given inconsistently however, and are heavily dependent on staff availability and workload. The unit is clean and prisoners are treated with respect but staffing levels and lack of prisoner orderlies can result in prisoners not coming out of their cells to collect their meals.
- Reviews of those held under GOOD or OP have been reasonably well attended but have on occasion taken excessive amounts of time, with little or no evident preparation by the reviewing manager, and with no preparatory risk assessments being done for the regimes being offered. IMB dissatisfaction with the process was brought to the attention of the Director in June and steps were taken to improve matters. Prisoners have told the IMB that the regimes offered at the reviews as a reward for targets achieved are rarely delivered and our monitoring of this has shown inconsistencies.
- Responsibility for adjudications passed from the Controller to the Director and senior managers during the year. There were initial inconsistencies in the level of awards being made, but the managers involved have steadily built up experience and confidence. The number of adjudications increased from about 40 per month in July 2007 to 120 a month in February 2008. The figure has now declined again. Appeal forms were readily available. The Board monitors adjudications randomly and received very few applications about adjudications during the reporting year.
- Segregation Management and Review Group (SMARG) meetings are held quarterly but have tended to be lengthy and unfocused. The number of women being given cellular confinement is rising. There have been discussions about managing CC on the house-blocks instead of S&C, but no agreed decision has yet been made.
- Staff have sometimes told the IMB that they felt poorly supported by management. The creation at the end of the reporting period of a new middle management post to supervise this area should alleviate this issue.

Section 5 OTHER AREAS OF THE PRISON WHERE THE IMB HAS CONCERNS OR COMMENDATIONS.

(See the Executive Summary for areas of particular excellence)

5.1. Reception

- On arrival, women should always be offered a shower, something to eat and a phone call. There are times when this has not happened, although their paperwork has been stamped to say that it has. This pre-stamping of paperwork was stopped after the IMB raised the issue.
- Connections workers (prisoners), are heavily relied on by staff to provide information to new arrivals about important matters such as the need to access phone numbers from their mobile phones before they move on from reception. The Connections workers have little formal training and it is the Board's opinion that staff tend to rely too heavily on these women. (see 4.1 Diversity; Foreign Nationals)
- Arriving prisoners who speak little or no English or who do not read or write are asked to sign a lot of forms, but little allowance is made for their inability to understand what they are signing. The prison's Rough Guide is now available in seven languages and the Prison Service information booklet in nineteen. The Language Line facility is used by nurses and PCOs when doing their assessment interviews but Connections workers do not have access.
- There have been some very late arrivals at Bronzefield, which are beyond the prison's control. Staff have worked valiantly, beyond their finishing time, to deal with this. Sometimes, as a result, prisoners have not been fully assessed on arrival and have not been given a reception pack. To hasten the reception process, from spring of 2008 first-night phone calls were made from the house-block. This was difficult to monitor and the IMB had complaints from prisoners that this did not always happen. (See Executive Summary)
- The Board is concerned that Houseblock staff don't always study the Reception assessments. The fact that a prisoner lacks reading, writing or language skills, or is particularly vulnerable has sometimes been missed, according to IMB monitoring records.

Prisoner Property

A high proportion of prisoner applications received by the Board relate to property. Some women arrive with large amounts of luggage which adds to the difficulties in Reception. There have however been specific issues the Board is concerned about:

- Women arriving from court have sometimes been pressed to sign a disclaimer agreeing that their possessions will be logged at a later time, not in their presence. The implications of this have not always been explained to them and the practice has frequently resulted in disputes about what property a prisoner has.
- Because of backlogs, it can take many days for property to reach the prisoner and for the women to access their mobile phones to obtain phone numbers for their prison telephone pin card. On occasions delays are such that the phone batteries have discharged, making important contact numbers inaccessible.

5.2 Induction

- The Board has monitored a number of induction sessions which have been distinctly lacklustre. Staff have often been unaware of which women don't understand English and are unable to follow the programme, or who are particularly vulnerable. It is often left to Connections workers and Listeners to help women who are upset. Senior Management has

taken steps to provide information more fully for non-English speakers. But this is still a real concern for the IMB.

- The Management plans to improve the induction process (particularly for foreign language speakers) by the introduction of the LEAF Systems computer-based, multi-language information system. Twelve terminals will be installed in a classroom. At the time of writing, the contract for this was still being negotiated by Kalyx and no start date had been set.

5.3 House-blocks

For most of the year, staff on the house-blocks have maintained a good atmosphere on the spurs, but the Board has concerns about certain procedures and at the number of inexperienced staff on duty:

- Many staff fail to wear name badges, their only form of identification, despite repeated instructions to do so.
- Many prisoners say they do not know their personal officer, and indeed the scheme cannot be said to be working.
- In the autumn of 2007, HB2 B spur was designated a 'super-enhanced' wing for selected long-term prisoners, who sign a compact giving them the right to extra privileges. The prison has not fulfilled its side of the compact, despite the matter being repeatedly raised by the IMB.
- Regime monitoring has been difficult for the Board, due to inadequate and inconsistent record-keeping, particularly in relation to food comments books, time in fresh air, the registering of prisoner movements, cell cards and applications.
- There have not been regular, minuted Prisoner Forums held on Houseblocks. The Board feels that many of the issues which come to the IMB could be resolved in such an arena - pin phone number delays, for example, and other money and canteen issues. The IMB has been assured that these Forums will happen, but minutes and action points have been available very rarely.

5.4 Applications, Requests and Complaints.

- There has been no effective, comprehensive, regulated procedure for logging applications and the responses to them.
- At the time of writing, the application system which is slow, complex and inconsistent in the way it is managed on different houseblocks, has been reviewed by management and new, simplified procedures are due to be put in place in September 2008. The Board has had serious long-term concerns about the system, recorded in Annual Reports in past years, and will monitor the results of any new system.
- The Complaints system has not been well understood by prisoners or staff. There has been inappropriate use of Confidential Access Complaint procedure. No Complaint forms are available on the spurs but only from a rack outside the PCO office or on request from an officer. The Board feels this does not accord with PSO 2510.
- Prisoners have expressed to the Board a general lack of confidence that complaints will be dealt with in a timely way, or indeed dealt with at all. Many prisoners turn to the IMB instead, increasing the number of applications to the Board. Poor record-keeping has made it hard to verify when prisoners say they have put in several formal complaints without getting a response.

- Monitoring by the Board revealed that most complaints that *have* been logged are responded to within the correct period of time.
- The Board has received numerous complaints during the year relating to pin number delays, wages and other money issues. Many of the problems seem to be down to poor communications between house-block PCOs who've been asked by prisoners to deal with their problems, and the Finance department.
- Decisions about fairly small financial matters seem to have to be taken at a high level, creating delays. For example there has been a problem with the supply of airmail letters for FN prisoners, because the Finance Manager himself has to obtain them and can only do so in batches of 60.

5.5 Kitchens

- Throughout the year the Board has been concerned by the inconsistent and frequently low number of prisoners working in the kitchen. Out of a maximum allocation of 25, sometimes the attendance is as low as 8. Reasons for this appear to be security clearance and the transfer of prisoners. The working hours are long in the kitchens, and despite the women getting paid more as a result, the work is not popular. While there is no evidence that job selection is discriminatory, the IMB is told that it is quicker and easier to security clear FN prisoners, since there is less known about them. This can result in an unequal ethnic mix of prisoners working in this area.
- Several important pieces of equipment have been out of action for long periods due to problems in acquiring spare parts.

5.6 Gym

See Section 4.2 The gym was closed for a period of weeks. When it reopened, staff had to be retrained in order to conduct vocational courses for the prisoners. Courses were due to re-start in August 2008.

5.7 Chaplaincy

The RC and Anglican chaplains left Bronzefield in the autumn of 2007. By the end of July 2008 their replacements were still awaiting Home Office clearance before they could start work. RC services have been held by a visiting priest, but intermittently. Anglican ceremonies have on occasion been conducted by a member of the Probation staff. This has left the chaplains of other denominations to do all the chaplaincy work in the prison, which has stretched resources. Prisoners of the Islamic faith are supported by a Prayer Leader on most Fridays. Buddhist, Hindu, Sikh and Jewish faiths are also catered for.

5.8 Visits

- Prisoners complained about the difficulty their visitors had in arranging visits. The problems appear to have been mostly resolved, although the arrangements for filling the bookings clerk's absence seem rather haphazard. Bookings can be made by email, but the facility is little used.
- The wearing of tabards or sashes by prisoners was suspended in October 2007, as recommended by HMCIP. Visiting hours are long and generous.
- Themed Family Days are held regularly once a month and thoroughly enjoyed by prisoners and their children

- A Wedding Room is now available and a family room can be set aside to accommodate birthday parties for prisoner's children.
- The outside Visitors Centre still lacks the full development which such a good building could provide.

5.9 Programmes

- The programmes department is managed by an enthusiastic group of officers. Courses for the women include the 'Freedom' programme, S.A.F.E, B.E.A.C.O.N, Sex in the Modern World, A to Z, The Drug Importers Group, The Four Seasons. Women can also be referred to other specialist agencies, working towards resettlement. The department has run themed weeks on subjects such as domestic violence awareness. The Board would like to commend the officers and their manager for the work that they do.
- It is reported that 90% of prisoners complete the courses they start.

1 October 2008

Section 6

SUMMARY OF THE WORK DONE BY THE IMB IN THE REPORTING YEAR 2007/8.

BOARD STATISTICS	
Recommended Complement of Board Members	16
Number of Board members at the start of the reporting period	12
Number of Board members at the end of the reporting period	14
Number of new members joining within the reporting period	2
Number of members leaving within reporting period	0
Number of attendances at meetings other than Board meetings	50
Total number of visits to the prison/IRC (including all meetings)	611
Total number of applications received	685
Total number of segregation reviews held	Records not available
Total number of segregation reviews attended	66

APPLICATIONS TO THE BOARD

Code	Subject	2005/6	2006/7	2007/8
A	Accommodation	24	12	25
B	Adjudications	5	2	12
C	Diversity related	16	11	12
D	Education/employment/training	16	12	32
E	Family/visits	53	49	43
F	Food/kitchen related	22	24	16
G	Health related	137	98	123
H	Property	146	102	169
I	Sentence related	44	36	95
J	Staff/prisoner/detainee related	52	55	68
K	Transfers	10	6	14
L	Miscellaneous	14	23	76
	Total number of applications	539	430	685