



HMP FORD

ANNUAL REPORT

OF THE

INDEPENDENT MONITORING BOARD

November 2010 to October 2011

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Statutory Role of the IMB

Monitoring fairness and respect for people in Custody

The Prisons Act 1952 and the Immigration and the 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 concerns 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.

In order 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.

Description of the Prison and its Role

HM Prison Ford is a category D Open establishment with an emphasis on resettlement. It was converted to an open prison in 1960 from a former Fleet Air Arm station. It is situated 3 miles south of Arundel in West Sussex and covers an area of 110 acres bisected by a busy Class B public road.

The open estate is required to cater for all Category D prisoners assessed as suitable for open conditions within the criteria agreed between the Governor and the Area Manager. Prisoners selected for transfer to Ford should present a low risk of absconding and a low risk to the public. The operational capacity has been reduced from 557 to 521 following the riot in January 2011 which resulted in the destruction of two billets.

The accommodation comprises single and two-person rooms. There are twelve rooms that specifically cater for prisoners with disabilities.

Healthcare is provided by the National Health Service (West Sussex) and Education and Training is provided by Manchester College and Tribal.

Contractors within Industries at Ford include DHL, Travis Perkins, LMB and BICS. Voluntary organisations providing assistance to prisoners include the Samaritans, The Citizens Advice Bureau, The Terence Higgins Trust, Positive Lunch, The Gypsy and Travellers Community Support Team and Relate

All available spaces at Ford are offered to the Prison Service's Population Management Section.

Executive Summary of HMP Ford IMB's Concerns for the Minister

We commented last year on Ford's stretched resources and clearly the successive cuts have done nothing to help on this front. The Governor and her team have done excellent work in trying to minimise the effects on the offenders' regime but we have particular concerns in the following areas:

- Good progress has been made in getting more offenders into paid and unpaid work outside the prison. We are concerned that there are not enough resources to provide a proper liaison service with existing and potential employers on an ongoing basis
- If, as seems likely, Ford receives a substantial increase in the number of offenders serving indeterminate sentences then we believe that the resources to manage their sentence plans can not be made available without impacting on the sentence management of the other offenders
- Sickness levels remain obstinately high. With some areas suffering 30% staff absences at times, the Board feels this could suggest a degree of absenteeism. The pressure on the other staff at these times becomes overwhelming with full cover of those away impossible
- We are concerned that the fact that the new kitchen is remote from the dining area may impact on the food quality when it comes into operation
- We regard the delay of 15 months in getting the new prefabricated gym in place as unacceptable

Charles Pinney
Chairman
Independent Monitoring Board
HMP Ford
Arundel

1. The Riot

1.1 Shortly after midnight on New Year's Eve a disturbance broke out which resulted in a loss of control of the prison and the staff being removed to a secure area. In the course of the night a building was set on fire which resulted in the destruction, among other areas, of the gym, the post room, a recreation area with pool tables and the induction suite.

1.2 The following morning the Tornado squad, which had been assembling during the night, entered the establishment and secured A Wing. B Wing was not secured until the afternoon and in the interim a second fire was lit which resulted in the total destruction of two of the B Wing billets housing 36 prisoners and of the B Wing Office. Two further billets had to be evacuated because of scorch damage but they were able to be repaired.

1.3 When full control had been regained that afternoon, those prisoners being shipped out were escorted to their transport in an effective operation. The IMB spoke to those prisoners who surrendered from B Wing and they reported that they had been well treated.

1.4 An enquiry was commissioned and the Board is disappointed that it was prevented at Ministerial level from seeing the full report. It accepts however that there was an over-riding need for the Ministry to do nothing which might prejudice any possible legal actions.

1.5 The decision has been taken that the accommodation lost will not be replaced and that some other facilities lost will be re-housed in existing buildings. The gym, the association area and the office will be replaced by one prefabricated building which should be available in March 2012. The Board has been informed that the delay of 15 months is unavoidable due to Ministry of Justice procurement procedures. It regards this as completely unacceptable, particularly with respect to the gym.

1.6 Since the riot we are pleased to note that there have been great efforts made to improve the interaction between the prisoners and the staff. The Board feels that this is now being reflected in better relations between the two.

2. Social Inclusion

2.1 This area includes Race, Gender, Age, Disability, Faith, Sexual Orientation, Foreign Nationals and Travellers. As the Ford management now covers all these areas together we have followed the same format for our report. The establishment takes all forms of Social Inclusion seriously and we believe that the system works well.

2.2 A monthly meeting is held where representatives of all the above groups have the opportunity to report on activities or concerns. Any issues raised are openly discussed and any agreed actions by staff are monitored. The Samaritans are also represented at these meetings and they train and monitor the Listeners. This meeting is attended by senior staff and usually chaired by The Governor.

2.3 All racist incidents are registered and any issue of concern is investigated and remedied.

2.4 The Library has now been moved to the ground floor in the Education block which has wheel chair access. We are concerned however that there is no wheelchair access to the first floor of this building.

2.5 A lift has been installed to enable access to the first floor of A Block for the IT Learning Zone (previously the Library) but at the date of writing this was still not working. However until there is a permanent ramp from the outside of the building the lift will be useless to wheelchair users.

2.6 The Board is concerned that on occasion's paperwork is late in coming from UKBA and that Foreign Nationals are less likely to be given ROTL as a result. There are on average 25 foreign nationals awaiting deportation at Ford

2.7 Statistical Information for Month of Sept 2011

Ethnic Mix

White British offenders = 59.5%
BME offenders = 37.5%
Not Stated = 3%

Age Mix

over 50 years of age = 20%
over 60 years of age = 8.3%
over 70 years of age = 1.38%

3 Healthcare and Mental Health

3.1 The Healthcare centre is commissioned by NHS West Sussex and run by West Sussex staff. Its aim is to provide the same practice cover as would be found in the wider community, with an appointment only service for its doctors, nurses and clinics.

3.2 The Healthcare team runs a busy service for the prisoners, which is greatly appreciated. The Board however feels that it is not easy to monitor the service independently as staff is employed by the PCT and not directly by the prison. There has inevitably been a major learning curve for the two diverse ethos's to converge.

3.3 This year there have been many initiatives to improve this convergence, with liaison meetings and better working practices between the Healthcare staff and the prison staff.

3.4 Following the riot in January, where alcohol was believed to be a factor, much work has been done by the Security staff to reduce supplies. However the Healthcare department has particular concerns about the availability of Spice (a chemical similar to marijuana) and steroids, both of which have side effects frequently reported to the nurses and doctors.

3.5 Steroids, associated with body image and thereby self-esteem, can cause rage and mood swings; Spice presents with depression, low moods and headaches. There is no National Directive for testing Spice at present but the Open Estate is urging that testing be developed for this presently undetectable drug.

3.6 The mental health specialist has a rolling list of self and staff referrals of 40 men with 5 new referrals each week.

3.7 Ford has access to the Community Mental Health schemes locally, using the day care centre at The Bedale Centre at Bognor. Psychiatric care is available only by telephone at present but it has been over two years since a cognitive behavioural therapist was promised so the Board urges the authorities to enable this resource to commence as an invaluable preventative tool

3.8 There is a weekly visit from a dentist but there is currently a six week waiting list for new patients to get an appointment. An optician visits monthly.

4 Segregation Unit & Adjudications

4.1 At Ford Prison, this unit is used mainly to hold men unsuitable for Open Conditions until they can be moved to another Establishment. It is a separate small building situated at the centre of the B wing area. Offenders are not routinely held in the segregation unit overnight.

4.2 The Board is satisfied that the conditions and facilities are satisfactory and that the prisoners are treated with respect and decency. The staff levels and security of the unit are also deemed satisfactory. We have in the past complained about cleanliness and the availability of showers but this is now much improved.

4.3 The system of notifying the Board when a prisoner is put in the Segregation unit is working well. Given the short time most men spend there the Board normally visit only when the prisoner requests it but they visit as a matter of course if he is there for an extended period such as over a weekend as can occasionally happen.

4.4 The Board attends a random number of Adjudications which take place in the offices adjacent to the Segregation area. In our opinion, these are carried out consistently, fairly and to a uniformly high standard.

5 Learning and Skills – Education

5.1 Education is provided to Ford by Manchester College but this is subject to change in the next year. The tenure of Manchester College has been a difficult period with redundancies, major reductions in pay for some full time staff and the resignations of others due to changed contract conditions. These events have resulted in low morale among the staff.

5.2 Despite the problems there are areas of excellence and offenders can benefit from good practice in assessment of initial needs, the provision of English at level 1 and 2, Mathematics at certification courses and all levels of Computer Studies. There are also many short courses that aid the return to work such as Health & Safety, First Aid and Small Business Start-Ups. The

PICTA department has done particularly well. It excelled in a recent inspection and has been awarded further funds for better equipment.

5.3 Notwithstanding the availability of level 1 and limited level 2 courses we believe there is a great need for the provision of level 3 and above to enable offenders when released to return to the competitive labour market. The Board sees education and training as an essential part of the programme to reduce re-offending.

5.4 During the year there was an Ofsted inspection which rated all aspects of the education at Ford as Satisfactory. Whilst commenting favourably on the teaching of IT, numeracy and personal and social development it called for an improvement in individual learning plans, Skills for Life teaching and advice to support offenders' own resettlement plans. It also called for more opportunities for offenders to apply their skills in work based settings.

6 Gym

6.1 As mentioned above the gym was destroyed in the riot last January. It was encouraging that some of the equipment was saved by prisoners taking it out before the fire spread to that part of the building. Since then it has been housed in the Visits Hall which doubles as the gym when visits are not taking place.

6.2 The Board has been very impressed by the work carried out by the gym staff in what has been a frustrating period for them waiting for the new gym to arrive. In particular teams have taken part in local competitions outside the prison and we believe that this is good for the image locally of Ford and fosters good relations between staff and prisoners.

7 Accommodation

7.1 Two of the B Wing billets were destroyed by fire in the riot on 1st January 2011. They have not been replaced and there are no plans to do so. Two other billets were scorched in the incident, but have been repaired and are now back in operation.

7.2 A programme of redecorating and refurbishing the B Wing billets has recommenced. We are glad to see this and are pleased to note that some of the workforce involved are offenders.

7.3 The Board remains concerned about the B Wing billets, which are very old, fundamentally unsound and have frequent plumbing problems. However, generally, they are kept as clean as can be expected under difficult circumstances.

8 Works

8.1 Whilst a considerable amount of refurbishment to the Estate buildings has been completed, several areas are in serious decline and are no longer in habitual use.

8.2 After the major disturbance and loss of facilities in early January, some of the main buildings currently serve a dual purpose; this is leading to conflict due to varying standards of cleanliness. One of the areas affected is the main dining room.

8.3 Although the new kitchen building is due to be completed in mid January and a replacement Gym in March 2012 the Board is disappointed that other facilities, lost during the January disturbance, have not been replaced. These include the Recreation & Association room, 'B' wing offices and lost accommodation.

8.4 The Board is pleased to note that the improvements to the perimeter fencing are nearly complete.

9 Catering

9.1 For the main part of the year everything seemed to continue as it had in the past and our commentary from last year's report as to the unsuitability of the kitchen would still be apt. However with the promised new kitchen facilities actually reaching the construction phase, things are looking up. Work on the new kitchen is progressing well and should be completed in January.

9.2 Staff are still uneasy about transporting food from the new kitchens to the existing dining facilities, but the Governor and Senior Management Team seem convinced that sufficient plans and resource are in place to effectively deal with this issue. With the ever increasing pressure on resource we are concerned how this will be adequately addressed. The movement of food trolleys over such a distance will present logistical and security issues. In general we note that it is not considered good practice within the catering industry to prepare food in one building and then transport it to another building for service.

9.3 The quality and quantity of food being served during the year has remained satisfactory within the limitations of the budget and the facilities. Since the year end some imaginative changes have taken place in the menus which have been well received by the offenders. These will be reported on next year. It is also proposed to provide lunch packs instead of subsistence grants to offenders working outside the establishment and provided food standards are maintained this should offer offenders a better and more nutritious solution.

9.4 Supervision of the queues in the dining hall has been better this year but it is disappointing that the officers are still prone to gathering together rather than proactively managing the queuing arrangements.

10 Chaplaincy

10.1 There is a cross section of faiths within the prison although the majority (approximately 43%) are Christian of various denominations. The minority faiths are equally dealt with by the Chaplaincy under the leadership of the Coordinating Chaplain.

10.2 All faiths are well catered for with a Mosque, Hindu and Buddhist temples and a Synagogue as well as a Christian chapel which serves Anglicans, Roman Catholics and free churches.

10.3 Representatives from these faiths meet regularly showing a good example of interfaith working.

10.4 The Coordinating Chaplain has a first class rapport with Staff and Offenders.

10.5 The FOCUS Group remains a key element in the prison headed up by the Chaplaincy orderlies who offer a much valued resource to help other offenders and their varied problems.

11 Security

11.1 Following the riot at the start of the year we are pleased to note that there is an extra officer on duty at nights. Whilst this would still not be sufficient to contain a major disturbance such as we saw then, it is a definite improvement

11.2 Currently HMP Ford has fifty one staff proficient in C&R out of a possible sixty three. In November nine more are being sent for training at the Lewes Prison Facility, making a total of 95% trained. We are pleased to note that the Deputy Governor is the only Governor grade in the service to be C & R proficient.

11.3 The level of absconds has remained at a similar level to last year

11.4 We are pleased to note that the level of alcohol offences has dropped and that there is a zero tolerance level. With so many offenders working outside now it is more difficult to contain drug use and this remains a concern, particularly with regard to spice.

11.5 We are concerned that the new system for issuing keys means that when only one member of staff is on duty at the gate the side the offenders use is left unattended.

11.6 In the 4 years since we have had trained dogs at Ford, finds have included just under 500 mobile phones, 120 Sim cards, 55 Litres of Alcohol and 200 drug finds. Other finds included phone chargers, drug paraphernalia, weapons, tools and parcels – in total in excess of 600 finds. These resulted in 120 offenders being placed on report

12 Community Service and Paid Work

12.1 Community Service is one of the main areas relating to Ford's resettlement mandate. Last year our concerns regarding this department being able to provide Ford with its requirement to place offenders within the community were well documented. Members regarded the staffing of the Community Service Office as being in crisis.

12.2 At that stage there was a lack of clerical support, high levels of absence due to sickness and the problem of officers being regularly redeployed to other duties in the prison. The heavy workload put a great strain on all those involved and resulted in low morale.

12.3 In recent months we are very pleased to report that there has been significant improvement with more stability in clerical staff and officers. However, with other duties in the prison it is still proving difficult for them to do their time consuming H&S assessments and job interviews.

12.4 The present selected staff are positive and keen to increase the numbers of offenders doing external activities and compared to 60 offenders in October 2010 have managed to develop this to 140 places to date. This includes Work Experience, Paid Resettlement and College courses. Community Service & Paid Work staff believe they could achieve a higher percentage of offenders doing outside activities if they were given additional resources.

12.5 Whilst the Board is very pleased with the progress made so far, we remain concerned that the current staff are too stretched to manage the level of ongoing liaison with the existing employers which we would expect to see. We believe this is essential if Ford is to maintain a good working relationship with employers.

13 Industries

13.1 Generally all the industries go from strength to strength. The attitude of Ford in continually seeking new initiatives is to be commended and looks to be an ever increasing source of funding. It is disappointing that Ford cannot directly benefit from the income stream they generate through their industries activity – if utilised correctly this could obviously assist in creating an even stronger industrial base and ultimately help in the prison's overall goal of resettlement. The potential benefits to virtually all prisoners through the experienced gained from working just prior to release are great. In general the offenders involved speak highly of the training gained and the regime surrounding work.

13.2 The Injection Moulding shop still produces the majority of the Remembrance Day poppies – a fact that should be publicised more strongly both locally and nationally. In fact the Board would welcome more publicity for the overall success stories of the Ford industries.

13.3 The experiment to open the Laundry for longer hours has not been a success this year, mainly due to the breakdown of equipment, but the new addition of a Carpentry workshop and the expansion of the Travis Perkins operation have been very welcome.

13.4 The Board is very pleased with the new Farm Shop which is open weekly on Fridays. It is currently hampered by the road works which make access difficult but we would like to see it in time expand the opening hours and advertise its existence more widely.

13.5 Our main concern in this area has been the shortage of instructors which has led to workshops being closed during periods of staff sickness or holidays. We are advised that this has not resulted in a reduction of the number of offenders attending work but it is clearly disruptive.

13.6 All the staff associated with this area of Ford should be commended.

14 Lifers & IPP Prisoners

14.1 The Indeterminate Sentence Planning Department (ISP) at Ford covers both those serving life sentences and those who are sentenced to imprisonment for public protection (IPP) for an unlimited period. It is staffed by 2 officers and 2 civilian case administrators and at the end of October was handling 39 lifers and 30 IPPs.

14.2 At the end of October the Board was very concerned by reports of a proposal to extend the numbers of lifers and IPPs to 126 from the current total of 70 with the view to increasing these numbers even more during the next 12 months. Already the prison has ceased to have any say or any input or contact with the sending jail as to which offenders in these categories are sent to Ford but are just told by Prison Management Unit, at very short notice, who we are getting and when they are arriving.

14.3 Currently the Lifer Unit is only just coping with the numbers quoted above but the two officers staffing this unit are still continually being pulled off of their Lifer duties to complete other work around the prison. The Board is concerned that just recently a policy has been adopted of discontinuing the two escorted town visits that were recommended for Life Sentence and IPP prisoners before commencing Release on Temporary Licence (ROTL) unless they have served more than 10 years. The reason for this cut back is down to the lack of funding, increase in ISP prisoners and insufficient staff to carry out these duties.

14.4 As reported last year "The work of this unit is vital and each offender's programme has many strands to it. The uniformed staff is no longer ring-fenced and they are liable to be called away frequently when required for other duties. Even at current levels it is noticeable that some of the work is falling behind in spite of the dedication and quality of the staff. We believe that adequate ring-fenced staffing in this area is essential."

15 Resettlement

15.1 Last year we were critical of the delays in the Offender Development Unit, particularly with regard to getting offenders out on Home Detention Curfew. During the year there has been a steady improvement in this area which has been mirrored in the large drop in HDC related Apps we have seen. The ODU has brought in a twice weekly surgery of all aspects of Resettlement and this is very helpful in keeping the offenders informed as to the reason for any delays. Very often these are not due to the operations of the ODU but are because of late outside reports or offenders arriving at Ford shortly before their HDC date without any of the paperwork having been completed at their previous prison.

15.2 The Board continues to be very concerned however that the ODU remains under resourced and suffers from a very heavy rate of absence due to sickness. With sickness rates at up to 30% we are surprised that it can operate at all and we are concerned that this level of sickness results in a vicious cycle where staff shortages lead to more pressure on individuals and this in turn leads to stress.

15.3 Layered Offender Management is a new technique that this establishment has been selected to pilot. While we can see the benefits that will arise from its introduction, at the end of October 2011 we were concerned on two matters. First, the precise details of how the new

system will work seemed to be uncertain. There appeared to be no firm direction from the prison service, and consequently staff involved with trying to implement these changes were somewhat confused and disillusioned. Second, the Board believed that before Layered Offender Management could be introduced there would need to be a review of staffing levels and a considerable amount of training. Again, we have serious doubts as to how that can be achieved given the lack of resources to support the training needs. It is a huge challenge, in our view, satisfactorily to implement a new system on a reducing budget. Simply telling the establishment that something will be achieved, and failing to provide sufficient resources, will mean inevitably that the establishment will struggle to achieve the targets it is given, despite the best efforts of a dedicated staff.

15.4 Since the end of October, the end of the period covered by this report, Layered Offender Management has been renamed Managing the Custodial Sentence Pre and Post Release. Clearer direction is coming from the prison service. There is still much more to be achieved before the new system goes live in April 2012 but there is no doubt that those involved are much more positive. We continue, however, to be concerned about whether sufficient resources are being made available to allow the full benefit of this new system to be achieved.

16 Applications to the Board

16.1 Set out on the next two pages is a summary of the Applications dealt with by the Board. The number of applicants seen this year has diminished by 55.5% from 207 to 92. Our thoughts are that the reasons behind this are three fold. 1) That OMU have been holding more ROTL and HDC surgeries thus keeping offenders better informed. 2) Risk assessments have certainly been speeded up in the last 12 months. 3) The prison's complaints system is achieving a far better rate of reply to offenders than it did in the past.

16.2 However, reflecting on our comments above, the greatest number of applications by far still relate to the Offender Development Unit with 10.5% concerning HDC, 6.5% Risk Assessment, 8.7% Transfers to other Prisons and 12% Release on Temporary Licence – an overall figure of 37.7% which represents a decrease from last year of 11.6%

16.3 Claims relating to lost property have increased this year but these almost all refer to property left behind in previous establishments plus the fact we had many property inquiries after the fire in January when property was lost whilst offenders were transferred out through lack of accommodation

16.4 There were 4 reports of bullying. Of these 3 all were dismissed as not bullying. In one case the offender was returned to closed conditions. All complaints related to alleged bullying by other offenders. There were no reports of staff bullying offenders

**Summary of HMP Ford Applications to The Independent Monitoring Board
November 2010 to October 2011**

Date	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	TTL:	%
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HEADING															No:	HEADING	
Accommodation												1	1	1.1%	1	Accommodation	
Adjudications															2	Adjudications	
Bullying	2		1		1									4	4.3%	3	Bullying
Cancellation																4	Cancellation
Canteen	1													1	1.1%	5	Canteen
Confidential	2	1		1	3	3			1	2	1			14	15.2%	6	Confidential
Com. Serv.	1				1									2	2.2%	7	Com. Serv.
Deportees																8	Deportees
Disabilities																9	Disabilities
Education																10	Education
Foreign Nationals																11	Foreign Nationals
Food								1						1	1.1%	12	Food
HDC	2	2	3		1		2							10	10.9%	13	HDC
Home Domestic	1	1												2	2.2%	14	Home Domestic
IEPS											1			1	1.1%	15	IEPS
Immigration																16	Immigration
Induction Unit																17	Induction Unit
Legal Problems																18	Legal Problems
MDT																19	MDT
Medical Dental	1	1												2	2.2%	20	Medical Dental
Miscellaneous	1									1				2	2.2%	21	Miscellaneous
Monies / Cash										1				1	1.1%	22	Monies / Cash
P & C (IMB)																23	P & C (IMB)
Parole			1											1	1.1%	24	Parole
Police Cust Tm:																25	Police Cust Tm:
Premier / Group 4																26	Premier / Group 4
Prison Pay		1												1	1.1%	27	Prison Pay
Property	1	1	3	1	2	1	3	2				1		15	16.3%	28	Property
Racial					1									1	1.1%	29	Racial
Reception																30	Reception
Religion																31	Religion

Reqsts & Comp:															32	Reqsts & Comp:
Resettlement										4		4	4.3%	33	Resettlement	
Rsk Assmnt:	1	3			1			1				6	6.5%	34	Rsk Assmnt:	
ROTL	4	3				1	1	1	1			11	12.0%	35	ROTL	
Sentence Calcs												1	1	1.1%	36	Sentence Calcs
Sports / Gym															37	Sports / Gym
Tfn Cards															38	Tfn Cards
Theft															39	Theft
Transfers Out				1	2			3	2				8	8.7%	40	Transfers Out
Visits Problems										2	1		3	3.3%	41	Visits Problems
VO's															42	VO's
Totals:	17	13	8	3	12	5	6	8	4	6	7	3	92		Totals:	
Date	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	TTL:			

