



HER MAJESTY'S PRISON **SWANSEA**



ANNUAL REPORT **2010 – 2011**

COMPILED BY: MR BRIAN THOMPSON (Chairman)

DATE: Submitted August 2011. (Covering period end May 2010 – end May 2011)

SECTION 1

1.1

The Prisons Act 1952 and the Immigration and Asylum Act 1999 require every Prison and Immigration Removal Centre (IRC) to be monitored by an Independent Board appointed by the Secretary Of State for Prisons 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 the right of Access to every prisoner and every part of the Prison and also to see prisoner's records.

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SECTION 3

3.1

Her Majesty's Prison Swansea is a Category B local Prison, which holds adult males and now young offenders. These males are either remanded into Custody from the Courts, awaiting trial, or sentencing, or are convicted prisoners serving less than two years.

The Prison was built in 1861 and has remained substantially unchanged since then although some parts have been modernised and upgraded. Swansea was designed to hold 219 prisoners but due to the increasing Prison population nationally, Swansea has a current operational capacity of 435.

Swansea has a true community feel about it where respect for individuals is paramount. Relationships between staff and prisoners are at the heart of this and they contribute to maintaining a stable and above all, safe environment. The varied and positive activities on offer to help the prisoners' resettlement back into their communities, by developing effective partnerships with statutory, private and voluntary organisations which effectively contribute to reduce re-offending.

SECTION 4

EXECUTIVE SUMMARY

4.1 IMB AT SWANSEA – SECTION 1

The Chair, Vice Chair and Training Officer (BDO) took up their appointments in January 2010. Talks on the work of the IMB continue to be given locally. This year the Board has been depleted by the loss of one of its most experienced members due to family commitments and the long-term illness for much of the year of another.

4.2 DIVERSITY– SECTION 5

The Board are pleased to report that HMP Swansea is fully committed to fulfilling its duties under the Race Relations Act. The Board are for yet another year disappointed to report that Swansea is still one of the five most overcrowded prisons in the country and has been subject to a recent increase in operational capacity. We would once again therefore ask THE MINISTER IF THERE ARE ANY FUTURE PLANS TO REDUCE THE OVERCROWDING? Despite this Swansea is ranked in the top 25 of all prisons nationally which is exceptional for a small local prison

4.3 LEARNING AND SKILLS – SECTION 5

The profile of HMP Swansea has changed significantly. This has been driven by the Population Review of the Welsh Prison estate by NOMS during the last year. The average length of stay for around two thirds of the Prison population is less than 12 weeks, with around a quarter staying between four and five weeks. A small percentage of the total population around 10% remain within HMP Swansea for 6 months and over.

During 2010/11, courses delivered by HMP Swansea’s Learning & Skills Department have been continually monitored to ensure the provision meets the development requirements of their Service Level Agreement (SLA) and the needs of the learners. Course timetables have been reviewed and revised to meet the needs of the transient population and new courses introduced in line with development requirements of the SLA.

4.4 HEALTHCARE AND MENTAL HEALTH – SECTION 5

The structure and focus of HMP Swansea is moving towards providing a real focus on reducing reoffending and resettlement and health has a significant contribution to make in both fields. The Head of Healthcare is now also the Head of Reducing Reoffending, so Health as an agenda will remain a key priority within the establishment but with a greater focus on multi departmental/agency working.

4.5 SAFER CUSTODY – SECTION 5

Safer Custody of all inmates is perhaps the greatest test for a healthy prison. During the visit from HM Chief Inspector of Prisons in early 2010 Swansea was assessed as “performing well” against this healthy Prison test which was the first time this assessment has been awarded in a local Prison and rewards the good practice throughout the establishment.

The Board are encouraged to report that as part of the HMCIP inspection an anonymous survey taken from prisoners found that the majority feel safe during their stay in the establishment.

4.6 DEATH IN CUSTODY – SECTION 5

There have been regrettably two deaths in custody to report during the period covered by this report. Both occurred on the induction wing and involved prisoners recently arrived in the prison. Both the Board and Prison have addressed the process of induction that seems to have failed in the past to pick up problems quickly enough with newly arrived vulnerable prisoners. As a result money has been spent to improve the wing facilities and a new “Early Days” programme introduced which provides a multi departmental approach to the review of all prisoners arriving at the jail. This is at an early stage of implementation and will be reviewed over the coming year.

4.7 ADJUDICATIONS – SECTION 6

All Board Members take the opportunity to sit in and observe Governors Adjudications and Independent Adjudications during their rota visits whenever possible. The Board monitors and verifies that the hearings are carried out in a fair and concise manner with the offender understanding all aspects of the proceedings. The Board also ensures that hearings are disseminated evenly and are conducted by all the Governor Grades.

4.8 PRISONER GRIEVANCES – SECTION 6

During the period Board members received only 22 written applications. This was a decrease of 21 on last year. There were no applications to see the full Board. All rota members take verbal and adhoc applications during their visits.

4.9 RECEPTIONS AND INDUCTION – SECTION 6

The Reception Area is not the most attractive area of the prison. All prisoners arriving at Swansea are seen by a health professional before they leave the reception area. For non-English speaking prisoners there is a telephone translation service. There are posters and captions clearly visible in the area to

help prisoners understand the Prison system and also to provide information about the support available to them and some of the agencies they can engage with. There is a Listener located at Reception from 9 a.m. until the last prisoner has been allocated to a wing.

All prisoners arriving at Swansea are initially located on the Induction Wing. It is a small wing, staffed by experienced officers. This year has seen the introduction of a new “Early Days” induction/review programme which will be reviewed over the coming year and hopefully will address better the needs of all prisoners arriving at the jail.

4.10 CATERING– SECTION 6

The Catering department continue to produce over 1200 meals per day at cost of around £2.00 per day per prisoner. Prisoners are trained in various tasks resulting in them obtaining certificates, which will assist them in securing jobs on release.

Swansea was inspected during the year by the Local Authority Environmental Health department and received the highest possible classification for hygiene standards. This was reported widely in the local press and compared favourably to several outside commercial establishments. Well done to the staff and inmates who made this possible.

4.11 BUILDINGS AND WORKS-SECTION 6

Swansea works team have ensured, despite the establishment being a listed building and old Victorian shell, with all the restrictions that places on them, that few major capital works projects are required in the short term. This has been a major factor, along with the prison’s performance in ensuring that it has remained open during the current government reviews and cuts.

4.12 FOREIGN NATIONAL AND IPP PRISONERS-SECTION 5

There are 16 Foreign National prisoners held in Swansea Prison making up fewer than 4% of the population. Of particular concern to the Board however is the plight of one of these prisoners who is being housed past the completion of his court sentence and is now classified as a detainee, awaiting the result of his appeal against deportation. He is still being held at Swansea almost 2 years after his normal release date due to the fact that no place has been made available for him, by the UK Border Agency, in a detainee detention establishment. The Board asked the Minister in last years report for his opinions on this situation and were told simply that he is being held lawfully. The Board feel strongly that this is morally wrong in addition to being a waste of valuable and expensive Prison facilities and highly trained staff time.

SECTION 5

5.1 DIVERSITY

Diversity in HMP Swansea can be divided between:

Race Equality.
Equal Opportunities.
Disability.
Foreign Nationals.

Diversity management Team meetings are held once a month and are chaired by the Governor. The last report by the HMCIP mentioned that they were very pleased with HMP Swansea for the way it handles Diversity for all complaints and applications. Feedback from prisoners and staff showed that there was faith in the reporting system and confidence in the investigating process.

5.1.1 RACE EQUALITY

Staffs at HMP Swansea are fully committed to carrying out their duties under the Race Relations Act. Prisoners and staff have a great deal of faith in the reporting and investigating system.

HMP Swansea has taken on an Imam on a more permanent basis to cater to the needs of its Muslim prisoners.

HMCIP carried out their inspection during last year and they were extremely satisfied with HMP Swansea and the Action plans put in place for future improvement. During their inspection they talked to prisoners and staff about how they felt about Race Equality within the Prison and found that all were satisfied with the procedures in place within the prison.

5.1.2 EQUAL OPPURTUNITIES

The Race Equality Officer in HMP Swansea is in charge of making sure of eradication of discrimination and harassment by making sure that staff have full knowledge of their duties and are given all training required to recognise the perpetrators and to protect complainants.

At HMP Swansea there is an Impact Assessment Programme to assess the impact of all policies and procedures on different racial groups. The Prison has action plans in place to address indirect discrimination and to promote equality of opportunity. Monitoring procedures are in place so that they are quality assured. These plans become part of the overall Race Equality Action Plan.

5.1.3 DISABILITY

There is a PEEP (Personal Emergency Egress Plan) folder on each wing of the Prison in case of emergency, to help those who need assistance due to their disability, in case of an emergency. It must be stated however that the age and Victorian construction of the buildings often make modern up to date disability requirements difficult to cater for.

5.1.4 FOREIGN NATIONS AND IPP PRISONERS (INDETERMINATE [SENTENCE] FOR PUBLIC PROTECTION)

HMP Swansea has established ESOL (English as a Second or Other Language) lessons and a translation computer, which can translate 48 languages. The Prison also has 4 dual handsets to assist with medical requests from prisoners who cannot speak English.

Of particular concern to the Board is the plight of one of the 16 Foreign National prisoners currently being held in Swansea who is awaiting deportation. He is still being held some 2 years after his normal release date has passed due to the fact that no place has been made available for him, by the UK Border Agency, in a detainee detention establishment. It is felt strongly by the Board that keeping him in Prison is, whilst lawful, just not right.

There are no IPP prisoners held at Swansea.

5.2.1 LEARNING AND SKILLS

The profile of HMP Swansea has changed significantly. This has been driven by the Population Review of the Welsh Prison estate by NOMS during the last year.

The average length of stay for around two thirds of the Prison population is less than 12 weeks, with around a quarter staying between four and five weeks. A small percentage of the total population around 10% remain within HMP Swansea for 6 months and over.

During 2010/11, courses delivered by HMP Swansea's Learning & Skills Department have been continually monitored to ensure the provision meets the development requirements of the SLA and the needs of the learners. Course timetables have been reviewed and revised to meet the needs of the transient population and new courses introduced in line with development requirements of the SLA.

A new database has been designed and implemented to capture required data, which has significantly improved the analysis of retention and attainment.

The main strength of the Learning & Skills Department is that the attainment rate on all courses is consistently achieving good results. 2558 students' enrolled/started Learning and Skills courses during 2010/11. 1651 learners completed and attained a qualification.

There is currently an Early Days in Custody project, which is shaping the future of the Induction process. The current induction process does not facilitate a thorough assessment of learning need; however this is being addressed with the introduction of

the Virtual Campus. Initial Screening/Diagnostic Assessment will be delivered via the Virtual Campus machines, which will provide a more comprehensive Induction process, considering learning and employability needs with students allocated to appropriate areas of learning. In addition, the C Start system, which is an integral part of the Virtual Campus, has commenced and the required prisoner information is being inputted successfully.

The Virtual Campus was introduced during 2010/11. This is a 'secure' learning environment that will provide a modern and exciting way of learning. Content will be accessed through individual accounts and will cover information that will aid effective resettlement of offenders on release. Content will include advice on money, health, behaviour, drug interventions family and relationships, housing, job searches, CV writing and much more.

During 2010/11 our Information Technology suites were networked to servers and individual student accounts created, providing the opportunity of delivering IT courses via interactive software in order to equip the students with the skills to become independent learners.

The Health & Safety Course continues to be very successful. Course content does not rely on high literacy levels and if help is required, Mentors are able to provide assistance. A Level 2 Food Safety e-learning software package has been introduced and delivered to kitchen and servery workers. 69 students achieved this qualification, of these 31 were staff. The Mentoring course remains popular with 14 students successfully achieving the Mentoring Skills course to date. Essential Skills courses were introduced into the curriculum during September 2010; HMP Swansea was the first Prison in Wales to introduce this new qualification and has been held up as best practice, with both HMP Parc and HMP Usk visiting the department. In addition, we are currently developing all provision to appropriately identify and address the learning and skills needs of those with Learning Difficulties and Disabilities (LDDs).

The appointment of 2 additional tutors has provided the opportunity of delivering several new courses, including:

Introduction to Welsh Language, this course is suitable for beginners. The main emphasis of the course is to develop conversational skills in Welsh.

ECDL – a qualification widely recognised by employers as proof of ability and competence when working with IT

Start IT – a course designed for people with little or no experience of computers, with learners mastering basic IT skills in just 30 hours and gaining a recognised qualification.

Employability Skills, (Ready Steady Work) - This group of qualifications look at individual assets in terms of the skills, knowledge and understanding required to help successful selection, recruitment and development in the workplace.

5.3 HEALTHCARE AND MENTAL HEALTH

This year could be viewed as a year where the department has seen the benefit of a lot of hard work and effort to achieve service change over the last three to four years. Again, this has been in partnership with the Local Health Board, who remains a consistent source of support and guidance on developing services further.

In particular, the department has been going through physical change in terms of it as an environment. The building itself has been, and still is party to a series of improvements, aimed at providing prisoners with a health service that is distinct and purpose designed for their needs.

Pharmacy Team continued improvement on for their contribution and quality in their work, both in terms of prisoner contact and clinical governance. Pharmacy services provide one to one counselling on medication and also a substance misuse review service. The HMCIP verbal feedback indicated how much improvement this department has achieved. Prisoners enjoy and benefit from their input, providing information on medication, advice and monitoring.

Another big achievement has been in the field of substance misuse. Assessment, through-care and aftercare provision is now very structured and systematic, firmly within a clinical evidence base, with excellent links with community providers. In addition, an alcohol specific clinic for prisoners was introduced during the course of the year. Although in it's infancy, this has formed the basis of quite a unique service that actually distinguishes the needs of those with alcohol problems from other substance misuse issues and we look forward to it's future development.

We have had positive verbal feedback from HMCIP as a service, marking whole scale change and improvement since the previous inspection of 2005.

The structure and focus of HMP Swansea is moving towards providing a real focus on reducing reoffending and resettlement and health has a significant contribution to make in both fields. The Head of Healthcare is now also the Head of Reducing Reoffending, so Health as an agenda will remain a key priority within the establishment but with a greater focus on multi departmental/agency working.

The Dental service is running well. Overall prisoners who have spoken to us have stated that they are more than satisfied with the service provided by the dental services at Swansea.

5.6 CHAPLAINCY

The Chaplaincy team continues to play a vital role in supporting prisoners of all faiths as well as those of no faith during their time at Swansea.

This year they have facilitated The Sycamore Tree project. This is a powerful course focusing on restorative justice. The project comes under the umbrella of Prison Fellowship. Two groups of prisoners have already participated this year with a third course about to begin.

Sunday services continue to be very well attended and prisoners respond well to the varied program of worship provided.

The Listener scheme continues to provide essential support for all in custody.

The Chaplain is fully involved in the Safer Custody group and plays an active part in ACCT assessment. He also leads an induction group each week for prisoners who are new to custody.

5.7 COMMUNITY CHAPLAINCY

There has been considerable change for Community Chaplaincy this year. The previous chaplain and founder of the project has moved to new challenges, a great loss for H.M.P. Swansea. However a new Community Chaplain is now in post and the project continues to move forward, adjusting always to cater for the changing needs of the prisoners it supports. There is funding for the project to continue to December 2013 and extra funding has been granted enabling the team to be expanded and now has a staff of six. Two new members of staff have been appointed as outreach chaplains. As part of a new initiative to develop the project further, a third person has been appointed to support and develop links with prisoners` families. Again it is hoped that this will also reduce re-offending rates.

The cookbook, "Tastier than Porridge" has been a runaway success and has been purchased by other groups around the country which support people on a low income with limited kitchen facilities and poor skills in literacy and innumeracy. The recipes are designed to provide one good meal every day for a two-week period. The ingredients have been chosen so that they provide the nutrients, which should improve cognitive ability.

5.8 IMB TRAINING

A number of members attend various courses throughout the year run by the IMB Secretariat and talks have been given at most monthly meetings, by Prison staff, on different aspects of the work undertaken by different departments within the prison.

5.9 SECURITY

The requirement to supply staff for bed watches and escorts continues to be a significant drain on staff resources.

The main conduit for information to the Security Office is via Security Information Reports (SIR).

SECTION 6

6.1 ADJUDICATIONS

All Board Members take the opportunity to sit in and observe Governors Adjudications during their rota visits whenever possible. The Board monitors and verifies that the hearings are carried out in a fair and concise manner with the offender understanding all aspects of the proceedings. The Board also ensures that hearings are disseminated to be conducted by all the Governor Grades, reflected in the aspect that 14 different governors presided over adjudications in 2010.

The total number of charges brought for offences against Prison rules in 2010 has increased by 24% on 2009, continuing in an upward trend that recorded an increase of 12% the previous year.

In total 487 charges were brought against prisoners during the year of which 358 (74%) were proceeded with. In 114 (23%) of all cases the charges were either considered not to be established on further review and subsequently dismissed, or the prisoner had been released, did not return from court, or was transferred to another prison. In 5 (1%) of the more serious cases the adjudication was referred to an Outside Independent Adjudicator, and 10 (2%) offences were considered serious enough to be referred outside to the Police.

In total penalties amounting to 2836 days were awarded against offenders of which 527 (19%) were suspended subject to the prisoner's future good behaviour. In total around 92% of heard adjudications were dealt with by the Prisons Governors and 8% by an external judge with the awards involving a range of punishments from the loss of Prison privileges and earnings for lesser misdemeanours, to the loss of association and additional days being added to the sentence for more serious misdemeanours.

A detailed examination of adjudication records reveals the following apportionment of offences.

- Drugs Related 37%
- Assault 14%
- Refusal to Comply 14%
- Mobile / Pin Phone 6%
- Property Damage 7%
- Threats & Abuse 8%
- Alcohol Related 5%
- Barricade 1%
- Cell Absence 1%
- Unauthorised Possession 2%
- Racism 1%
- Other 2%

A breakdown of the offences by ethnicity shows that it is generally proportionate to the ethnic distribution of the Prison population.

6.2 APPLICATIONS TO THE IMB

All prisoners have a right to address grievances to the IMB and may request referral to the full Board. During the period of this report there have been no applications to the full Board. There have been 22 applications to the IMB, which is a decrease on the 43 received last year but extremely low and reflects the commitment of staff to deal with most problems being raised by prisoners. In addition to formal applications Board members accept and deal with verbal applications on their rota visit or at any other time they are in the Prison. The Board has marked and locked IMB boxes on all wings for Prisoners to post their applications, which are emptied daily during the working week.

Applications have been analysed by category

Category	07/08	08/09	09/10	10/11
Food	3	0	1	1
Property	4	0	4	0
Medical	14	6	13	4
Visits	0	5	4	4
Transfer	5	3	2	2
Adjudications	0	0	1	0
Mail	0	1	1	1
Cell Conditions	3	1		1
Sentence	5	5	4	0
Racial Abuse	3	0		0
Bullying	1	3	2	0
Miscellaneous	18	17	11	9
TOTAL	56	41	43	22

There were a reduced number of complaints concerning medication all of which were dealt with speedily by the Healthcare unit. The miscellaneous (9) continue to be high and are in the main general queries and request for advice.

6.3 RECEPTION AND INDUCTION

The Reception Area is not the most attractive area of the Prison and would certainly benefit from a coat of paint. It is, however, very efficiently staffed and officers are courteous and professional. All prisoners arriving at Swansea are seen by a health professional before they leave the reception area. Their needs are assessed and those prisoners with incoming medical issues and drug issues are dealt with appropriately and swiftly. All prisoners are given the opportunity to shower though few avail themselves of this facility. For non-English speaking prisoners there is a telephone translation service that enables officers to complete the necessary paperwork and allows them to explain to the prisoners what is likely to happen. There are posters and captions clearly visible in the area to help prisoners understand the

Prison system and also to provide information about the support available to them and some of the agencies they can engage with. There is a Listener located at Reception from 9 a.m. until the last prisoner has been allocated to a wing.

All prisoners arriving at Swansea are initially located on the Induction Wing. The Induction Wing is extremely busy and this inevitably impacts on staff/prisoner contacts. Officers on this wing are however very committed and experienced and have been determined to prevent the reoccurrence of any more incidents that in the past have resulted sadly in deaths in custody. The wing has recently been reprofiled with the induction process being enhanced to better suit inmates' needs. This is in line with the national PSI "Early Days in Custody." The induction Boards, which are now held in the Healthcare Facility, are better co-ordinated with only key personnel involved. Officers hold in depth meetings with prisoners on a one to one basis during their first full day in custody. During these meetings aspects of the prisoner's life are discussed such as relationships, debt, housing etc. This enables staff to make the necessary referrals as soon as possible. A thorough risk assessment is undertaken on each prisoner following their meeting with the Board. A computer program Start Cymru/ Meganexus is used to support this. ACCT's are opened where necessary. Groups of prisoners are given information on fire awareness, the request complaints procedure and race relations. There is also an information DVD played to reinforce the message. On the second full day in custody it is proposed that prisoners will spend a full day with the Learning Skills department where their individual needs will be assessed. This new system will be monitored and reported on in more detail in next years report.

New doors have also been fitted to all cells on the wing. These have been specially purchased because they enable medical staff to administer medication easily.

6.4 CATERING

The catering department at HMP Swansea caters for around 420 prisoners, which equates to over 1200 meals, prepared at a cost of around £2 per day. Prisoners are trained in various tasks resulting in them obtaining certificates, which will assist them in securing jobs on release.

Swansea was inspected during the year by the Local Authority Environmental Health department and received the highest possible classification for hygiene standards. This was reported widely in the local press and compared favourably to several outside commercial establishments. Well done to the staff and inmates who made this possible.

6.5 BUILDINGS AND FITTINGS

Health and safety

1. Work on the installation of 10 new hydro-mist machines throughout the Prison has now been satisfactory completed.
2. Work has been completed on upgrading the alarm system throughout the prison.

3. Work has commenced on replacing all fresh water tanks throughout the building work is expected to be completed by the end of July.
4. All ramps and steps leading to the new visiting centre have been completed and in compliance with health and safety regulations.
5. The refurbishment of showers in “D” wing were completed satisfactory.

Buildings and fittings

1. During the last 12 months a new central heating boiler has been installed and was completed well within schedule.
2. Work has commenced on the new visiting centre, the building will accommodate a children’s play area, baby-changing room, and toilets and will provide a comfortable and pleasant environment for visitors.
3. The installation of two new lifts for Kitchen and reception/ discharge departments is well under way and is expected to be completed by the end of July.
4. The upgrading of servers in “D” and “A” is well under way and the work is expected to be completed by the end of June.

SECTION 7

CHAIR AND VICE CHAIR

The Secretary Of State for Prisons has appointed Mr B Thompson and Mrs J Michael as Chair and Vice Chair respectively with effect from the 01st January 2010.

BOARD MEMBERS

Chair	Mr Brian Thompson
Vice Chair	Mrs Judie Michael
Board Development Officer	Mr Geraint Morgan
Information Officer	Mr Roger Jones
	Mrs Karen Andrew JP
	Mr Philip Owen JP
	Mr Pat Dwan JP
	Mrs Suman Kanish
	Mr Barrie Maskell JP
	Mrs Jan Osborne JP
	Mr Colin Walters
Clerk to the Board	Miss Lisa James

ATTENDANCE AT BOARD MEETING

All Board members attended at least 9 meetings throughout the year except for the Vice Chair who was absent through illness for 7 months. She is now thankfully well and back with us albeit on light duties for the moment.

The loss of in effect 2 members of the Board for a large part of the year placed an extra burden on the remaining members who undertook additional rota visits in order to maintain cover.

TALKS

Talks are given in the local community about the work of the Independent Monitoring Board although all attempts to obtain equipment to help with these talks via the Secretariat have been turned down.

BOARD STATISTICS

Recommended compliment of Board Members	12	
Number of members at start of reporting period	12	
Number of Members at end of reporting period	11	
Number of new Members joining within the reporting period	0	
Number of Members leaving within the reporting period	1	
Total number of visits to the Prison (excl Monthly Meetings)	106	
Total number of written applications received		22

Unfortunately, after over 25 years loyal service to the Board, Mrs Deirdre Jones tendered her resignation from the Board in January. The Board would like to take this opportunity to formally thank Mrs Jones for her excellent contribution to the work of the Board. She will be greatly missed.