

Guernsey Prison

Annual Report

2015

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GOVERNOR'S FOREWORD

I am very proud of the work done by staff, volunteers and agencies within Guernsey Prison. During 2015 the service continued to develop in all key performance areas improving performance and ensuring the prison achieved its statement of purpose "protecting the public and helping to reduce reoffending".

I am delighted to see the work of our charity Creative learning in Prison being formally recognised around the island and I am pleased to see the range of awards and qualifications obtained by prisoners on the increase. The Open Garden event at the prison was a first in my experience and is something I would like to continue with in 2016.

A significant piece of work was completed on the recommendation action plan from Her Majesty's Inspectorate, of the 46 recommendations made only four remain unresolved.

Although custodial sentences for under 18 year olds is not ideal, I am satisfied that we now have in place appropriate facilities and staffing to deal with the needs of young individuals who are detained. I am very much encouraged by the joint working taking place with Probation, Education and HSSD on multi-disciplinary service provision for this group.

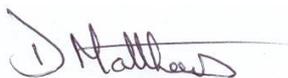
I was pleased to see a reduction in the prison roll during 2015 to the lowest since 2010. In August the lowest roll was recorded at 76 prisoners which left 54 available spaces in the prison. I still think however, that there are too many short sentences (under 3 Months) and look forward to seeing more alternatives to custody developed.

It was also good to see a reduction in the number of young offenders and children in custody over 2015.

Staff training has improved with more staff completing formal training in Custodial Care. In addition approval was obtained to commence on island Prison Officer training.

An area of concern identified in 2014 was the need to upgrade the physical security of the prison. The intention was to upgrade the perimeter fence to ensure that Guernsey Prison's physical security was appropriate hold Category B prisoners safely and securely. A lengthy delay in negotiating the purchase of land has meant to date this work has not taken place.

Towards the end of 2015 agreement was reached on the land purchase and the prison will now be able to make significant progress with this work.



D Matthews
Governor

PROGRESS AGAINST BUSINESS PLANNING PRIORITIES SET FOR 2015

Children's Accommodation

HMIP recommended that "Children under 18 years of age should not be held in an adult prison"

The prison's response was to look at options to ensure the prison was a suitable place to detain children.

Guernsey Prison has now opened a dedicated unit for accommodating children in custody, "The Compass Unit". This is a 3 - 6 bed unit which is decorated and furnished in a bespoke style which distinguishes it from adult accommodation in the prison and aims to be more "child friendly".

A Child Custody Coordinator has been appointed as one of a team of 3 dedicated Children's Officers. The College of Further Education (CoFE) has designed a bespoke course to be delivered in Guernsey based on the UK requirements for Prison Officers who supervise children. 26 staff undertook the four day "Working with Children" training in 2015. PRICE restraint & de-escalation training which is Use of Force specifically designed for use with children has been completed by 25 prison staff.

A positive working partnership with Children's Services has been developed and protocols are now in place for the safe reception of a child into custody. The aim is for the Prison and HSSD to be as flexible and creative as possible in ensuring a child's risks and needs are appropriately assessed and targets set accordingly. It is envisaged that The Compass Unit and The Haven (HSSD Secure Unit) will be used interchangeably dependent on risk and that a multi-agency staff team (Team around the child) will be responsible for ensuring that all issues identified in the Child's Plan are adequately addressed.

To date, we have not had to open The Compass Unit but the Child Custody Coordinator has been utilised in the Juvenile Court on a number of occasions where inter-agency liaison suggested that a young person could potentially be remanded or sentenced as an outcome of a Court hearing.

Review of Physical Security

Further to a review of Physical Security at the prison in 2014, the main objective that came from the review was to work with the States Capital Investment Programme to secure funding to upgrade the prison perimeter. It was hoped that approval would be obtained to upgrade the security fence in 2015. This target was not met due to lengthy negotiations with external parties. However, the process will continue into 2016 when it is envisaged the work will finally commence.

Business Continuity Programme

The Prison has completed its Business Continuity plan. The work involved has provided a flexible framework to help manage the response to any service disruption or emergency, maintain time critical activities, and enable recovery so that the return to 'business as usual' happens quickly and efficiently. The Prison Operational Business Continuity Plan (POBCP) is designed to enable time sensitive areas to be safeguarded against the effects of disruptive challenges to normal business.

The business impact analysis and plan has been completed and has been shared with other states departments.

Voluntary Drug Testing

Voluntary Drug Testing (VDT) commenced in January 2015. Since this date, six prisoners have benefitted from the VDT service. These prisoners have been able to link into community agencies, for example the Safeguarder service or Criminal Justice Drug Service for support prior to release and provide evidence for commitment to change.

The Prison Substance Misuse Worker has maintained delivery of individual intervention sessions and Substance Awareness groups. Signposting to community agencies for support and throughcare for those released from prison occurs regularly to enable prisoners to continue to maintain motivation for change.

Her Majesty's Inspectorate of Prisons (HMIP) Recommendations

During May 2014 a team from HMIP carried out a complete inspection of Guernsey prison. The original report made a total of 46 recommendations and 14 housekeeping points.

Following the publication of the report each functional head received an action plan of recommendations and they were tasked to work on these points to put in place actions to resolve the recommendations.

The Governor has met regularly with functional heads and through their work and discussions the numbers of outstanding recommendations have been reduced from 46 to the following four red points:

- 1.5 More appropriate alternatives to remanding people to prison as a place of safety should be developed.
- 1.8 Formal adult safeguarding processes should be developed with the health and social services department.
- 1.25 The medicines administration area should afford confidentiality to patients.
- 1.28 Medical records should be printed, rather than handwritten.

Twelve points are now amber as they are in progress and heading towards completion and thirty recommendations have been completed.

OTHER HIGHLIGHTS OF THE YEAR

Approval to commission on Island Prison Officer training

At times the prison has found it difficult to recruit as some candidates found the commitment to a UK residential training course impossible for various reasons. When the UK increased their course to 10 weeks, it was envisaged that these difficulties would increase, potentially restricting the prison's ability to recruit good candidates.

It has always been acknowledged that UK training is not always consistent with the needs of Guernsey Prison and is sometimes irrelevant to our needs. It is the Prison Governor's opinion that a wider gap is developing between what is taught in the UK and what is required to be an effective Officer in Guernsey.

Therefore the prison has developed a training syllabus for new recruits that can be delivered on-island from within the prison. A Training Manager has been appointed who will take candidates through 50% of their Scottish Vocational Training (SVQ) in Custodial Care during the seven week initial training period.

Further bespoke training will be achieved and will include all of the necessary training required to help Guernsey Prison develop as an outstanding prison.

A case was also submitted to the Board to construct a new building which would have incorporated a fully fitted classroom and padded training area for Use of Force training for staff. The funding for this initiative was rejected so the prison continues to look for a suitable venue where Use of Force training can be delivered. A change around of existing residential offices has allowed for a small training room to be created.

Unit specific training for staff in including 'Women Awareness' and 'Young Persons Awareness' staff programme

Two staff attended women specific training this year. Priority was given to develop and implement Young People training. This has been achieved through collaboration with Guernsey College of Further Education where 3 x 1 week courses were delivered in 2015. Additionally a joint initiative with HSSD for delivery of minimised restraint on children training was introduced and a significant proportion of operational staff from both departments have completed this training. Ongoing delivery of both courses will be included in the Prison Officer Entry Level Training (POELT) syllabus from 2016.

Continue with Scottish Vocational Qualification (SVQ) in custodial care training for Prison Officers

There are currently 10 Officers and a further 3 assessors enrolled in the Scottish Vocational Qualification (SVQ) in custodial care training for Prison Officers. As a result of its implementation and improving standards, some of the modules have been adapted in work areas for existing staff that are not required to complete the formal qualification at present.

Management Development Programme specific for aspiring Senior Officers

There are 3 Officers coming to the end of the newly developed Management Development Programme (MDP) and 3 enrolled at first line manager level. There is also a further 3 completing the programme at senior management level. Due to the success of the MDP, the opportunities will be extended further in 2016.

Prison Officer Presentation held at Bailiff's Chambers

This was the first time that newly trained officers were formally recognised in a presentation held at Bailiff's Chambers. Operational Governor John De Carteret was also acknowledged as the first locally qualified person to be accredited at Operational Governor Level.

French Delegation Visit

The French delegation really enjoyed their tour of the prison and hearing about the excellent partnership working that exists with the Probation Department. Their International relations and projects officer said:

"I have been to many prisons across Europe but nothing quite like Guernsey. I can say it is the best prison I have ever seen."

He was that impressed he has requested if he could place a French Trainee Governor in Guernsey for a week in 2016.

This is testament to the efforts of the staff and the outcomes that are achieved for the benefit of prisoners and the general public.

Guernsey Prison Community Projects

The prison workshops continued to support projects for the local community, resulting in donations to the prison charity. During 2015 a total of eleven projects were completed. These included Outdoor Classrooms, Welly boot Holders, Sailing boat restoration, PEH Totem Pole, planters and many others. These projects provided valuable work skills and experience for prisoners.

Guernsey Prison Open Gardens

This was a new initiative and a first for Guernsey Prison to open the prison gardens to visitors. The design and layout were supported and inspired by prisoners, volunteers and staff. The success of this two day event in July raised approximately £2000 for the prison charity.

Additional outcomes were achieved for two prisoners who confidently shared their knowledge of planting, growing vegetables and flowers for the occasion.



KOESTLER Awards

During 2015 several prisoners entered the annual UK Koestler arts and crafts awards. These awards have a total of 63 categories across all art medium. Guernsey Prison entered 27 pieces of work and achieved 9 award winners.

An excellent standard achieved by the prisoners and a reflection on the tuition and encouragement from the education team and volunteer tutors.

This was the first year that Guernsey had achieved gold and two silver awards. The first time the prison magazine had been entered and it received the bronze award.



The entry "Warrior" a sculpture made from recycled materials was selected to be used for all of the Koestler Trusts publicity material for the 2015 exhibition at the Royal Festival Hall, Southbank in London. This was a fantastic accolade for the prison.

FABRIC OF THE BUILDING

Kitchen Upgrade

Investment in the prison kitchen was required to ensure that it was brought up to an acceptable working standard. Emergency business cases were submitted over previous years to repair essential equipment. The need for a large majority of the required works is to ensure that Health and Safety standards are being met.

Part of the refurbishment was to allow the kitchen staff to be able to deliver NVQ qualifications to prisoners in the work area as opposed to using a classroom setting. This will assist in their functional skills which will improve their ability to obtain employment on release, go onto further training, gain confidence and ultimately reduce reoffending.

During 2015 the prison kitchen received a 5* rating in their Food Hygiene inspection.

Guernsey Prison New Boilers and Expansion System

During 2015 the prison was finally in a position to update the boiler heating systems which were in a critical condition. Of the three boilers; one was totally out of commission with the second leaking water which meant the third boiler was in constant use. The heating expansion system tank diaphragms had long deteriorated leading to constant system lock outs and constant maintenance to keep the system running. This heightened the risk of complete boiler failure with no viable contingency plan.

The end of 2015 saw the prison with a new heating expansion system and two new boilers. This has led to a saving in energy costs, reduced wear and tear on individual units which will lead to a long system life. Further improvements are planned for 2016 which will improve the life expectancy of the Prison infrastructure.

Nights Security Gates

The move toward Category B status will initiate several potential work streams required to achieve assurance that Guernsey Prison can fulfil its obligations to a satisfactory level of risk mitigation. The night security review identified the need to install a more robust internal security perimeter so the establishment would meet current UK prison standards. An essential part of this internal perimeter is the installation of new internal gates and locks.

HEALTHCARE OVERVIEW

Service Provision and Development

2015 continued to be a challenge to meet all prisoner expectations of Healthcare delivery. During the year, prisoners accessed the following:

- GP consultations - 731
- Nurse consultations - 1400
- Dentist consultations – 218
- Quitline (Healthcare nurses) sessions – 149
- In house Physiotherapy sessions – 81
- In house Optical sessions – 14
- Psychiatrist consultation – 51
- Psychologist sessions - 77

Several policies and procedures were reviewed and completed along with the development of a comprehensive End of Life Policy as requested by HMIP inspectors in May 2014 which involved HSSD specialist palliative care team.

The nursing team continue to provide services equitable to those in the community, providing nurse led clinics every morning and afternoon and include, Immunisation provision, well man/well women; weekly stop smoking sessions; sexual health screening, nurse 'triage'; chronic disease management; detoxification; mental health; admission and pre-release assessments.

All newly sentenced prisoners and prisoners with a change of sentence returning from court, continue to be risk assessed by a Prison Healthcare nurse, on return to prison.

The prison dentist who commenced in October 2013 now manages the waiting list and has rationalised the service holding one session per week on alternate weeks. Provision for emergency services can be offered at the dental surgery should the need arise.

Prison optical clinics continue in the prison with the addition of individuals being seen at the optician's should they be waiting more than 6 weeks.

Regular medical consultations were provided by a dedicated HSSD Consultant Psychiatrist and in-reach services were provided by HSSD community mental health nurses, psychologists, psychotherapists and a psychological wellbeing practitioner as required although the latter was minimal in 2015.

Other HSSD in-reach community based services were provided as required. The Occupational Therapists were very helpful, providing considerable risk assessments for the older adult prisoners with varying disabilities.

GP services

The Prison GP contract continued successfully into its 5th year with Dr Mark Earley, providing 2 clinics per week, along with an on-call service Monday until Saturday. This service continued to be viewed highly by both prisoners and staff.

Quality assurance

Seven complaints related to healthcare service delivery were raised by prisoners during 2015 and were resolved, following HSSD investigation and written responses given appropriately.

Communication

The multi-disciplinary Prison Therapeutics Forum continued to meet regularly during 2015. The nursing team continues to attending appropriate sentence/custody plan/initial case discussion meetings with the Offender Management Unit and the weekly Risk Management Meeting which incorporates a part of the ACCT process for all prisoners at risk of suicide and or self-harm. Nurses also attend regular reviews on all prisoners commenced on an ACCT document.

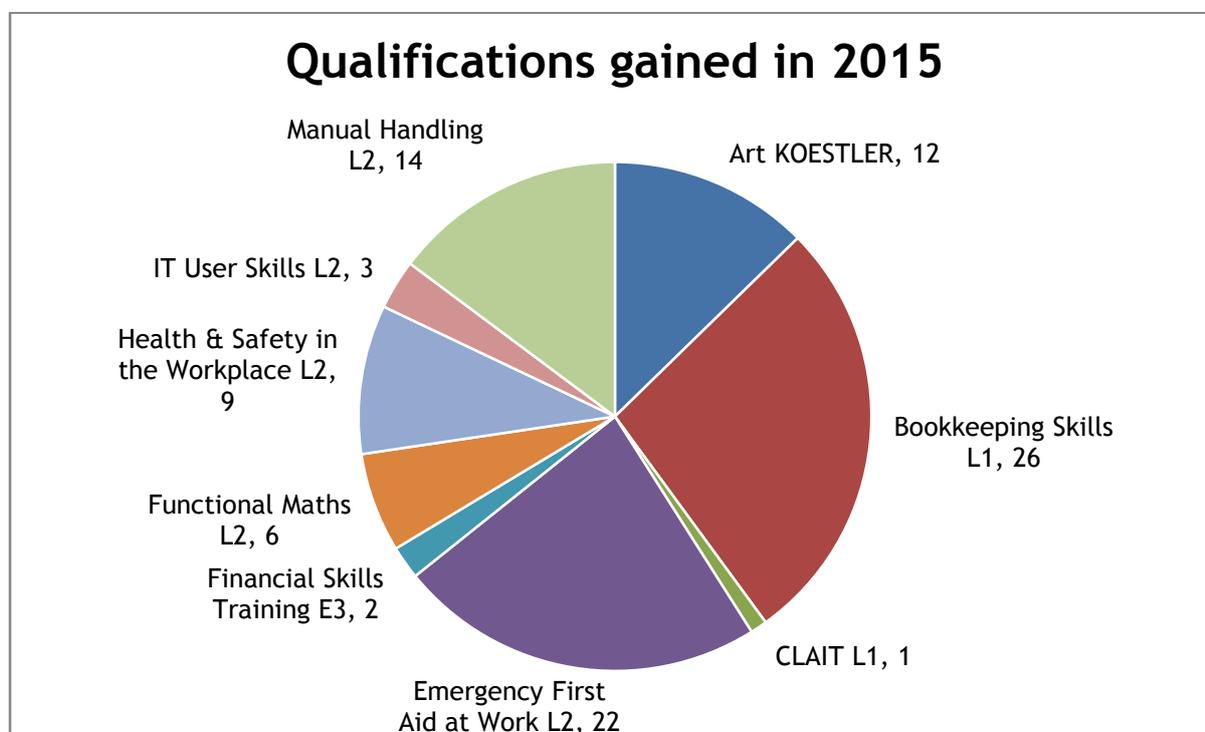
Meetings were held with the new Emergency Department consultant to develop a more robust and safer procedure surrounding prisoners who present to prison from court, carrying illicit drugs.

LEARNING AND SKILLS CURRICULUM

The learning and skills curriculum entitlement is available for all categories of prisoner i.e. adult male, females, young persons, juveniles and vulnerable prisoners (VPs), ensuring equality of access and opportunity for all prisoners. The adult and young person's learning curriculum is focused to address literacy, numeracy and ICT needs of the current prison population.

The learning programme is supported by different learning providers from across the Island. Guernsey College of Further Education delivers the majority of the provision through the Service Level Agreement (SLA) and Guernsey Adult Literacy Project (GALP) continues to support learners with specific learning needs including dyslexia and the Citizens Advice Bureau (CAB) provides financial literacy skills.

The chart below demonstrates the achievements of qualifications for prisoners during 2015.



Vocational skills were recently introduced in the prison and during 2015 there was a good uptake of entrants for the following qualifications.

Gym

Level 1 gym instructors. 8 completed in 2015 and currently 4 in progress and takes 4 to 6 months to complete.

Level 2 gym instructors. 2 completed in 2015 2 in progress which takes 6 to 8 months to complete.

Horticulture Site

Horticulture level 1 certificate in work based horticulture. This was a new incentive for 2015 and there are currently 12 registered candidates since November. This qualification takes between 10 and 12 months to complete.

Kitchen

Food Safety Level 1 - 12 completed in 2015 and currently 5 in progress.

Food Safety Level 2 new incentive for 2016.

Recycling

Level 1 (WAMITAB) - 15 completed in 2015.

Creative Learning in Prison

The prison charity established in 2013 to provide curriculum enrichment for creative arts continued to be successful with several fund raising streams during 2015.

Several creative projects funded from the charity in 2015 allowed participation from prisoners who would not ordinarily have engaged with learning and skills:

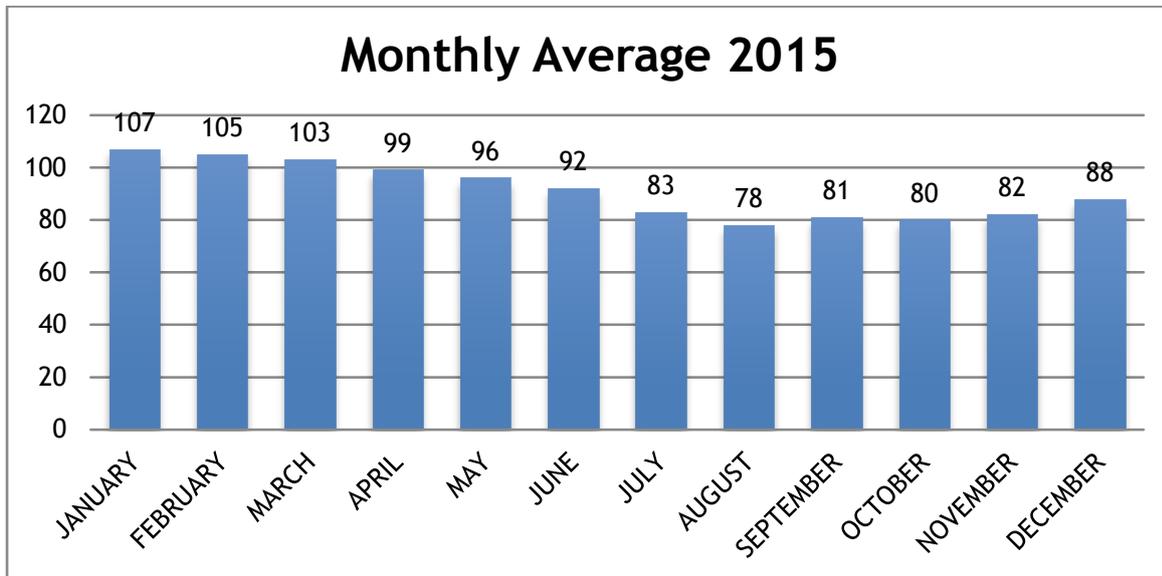
- Yoga – weekly classes to promote well-being and healthy lifestyles.
- Prison magazine – continued to fund a tutor to support prisoners with the publication of the magazine.
- Photography – completion of two photography courses for prisoners to develop artistic skills confidence, social skills and respect.

All of these projects have been well supported and oversubscribed. These are courses that the current curriculum would not be able to support if it were not for the charity.

STATISTICS

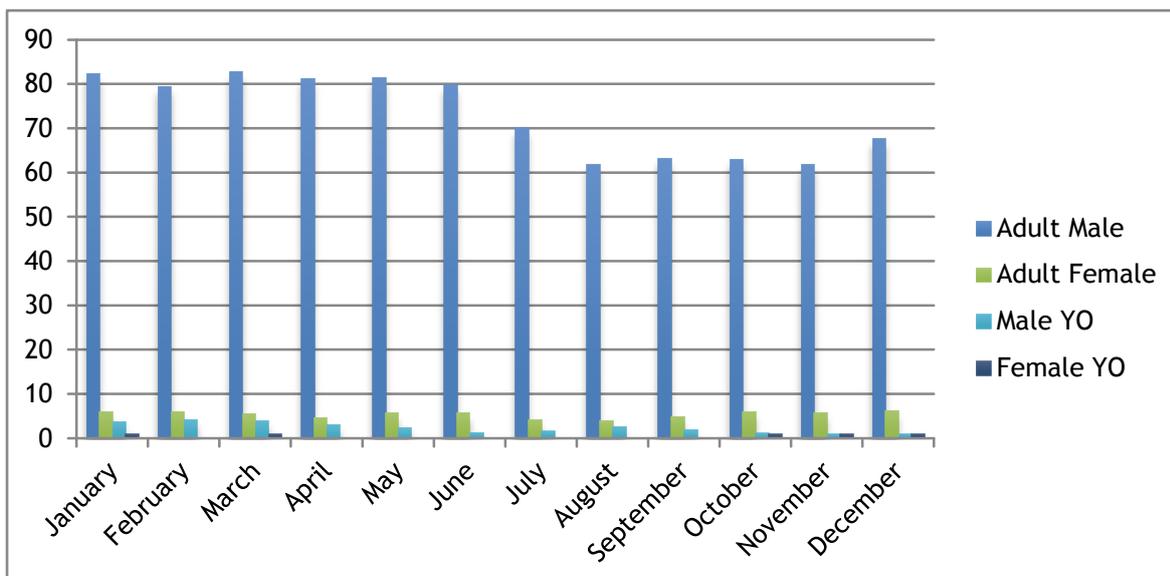
Prison Population

The Prison's Certified Normal Accommodation (CNA) is 130; however the Prison's operational capacity is 139. In August the prison saw its lowest population numbers since 2010. The annual average figure for 2015 was 98 with the highest number reaching 110 and the lowest being 75.



Breakdown of Prison Population

During 2015 the breakdown of the population remained consistent. As the graph below shows, male adults were the majority of the population ranging from 62 – 83, and then female adults ranging from 4 – 6, there were between one and 4 male young offenders at any one time and for four months throughout the year there was one female young offender in custody.



Use of Force

There were eleven incidents where prisoners were physically restrained during 2015. Of these incidents ten were spontaneous and one was a planned intervention. All of the incidents involved male prisoners.

Assaults

During 2015 there were eight reported assaults, which were recorded as violence against prisoners and staff. These were isolated incidents and dealt with by way of adjudications or referral to the Police. Two were against prison staff. Two were not proceeded with as the

prisoners were bailed sine die before the adjudications could be heard. All cases were referred to the Incentives and Earned Privileges (IEP) Board and anti-bullying procedures.

Deliberate Self-Harm

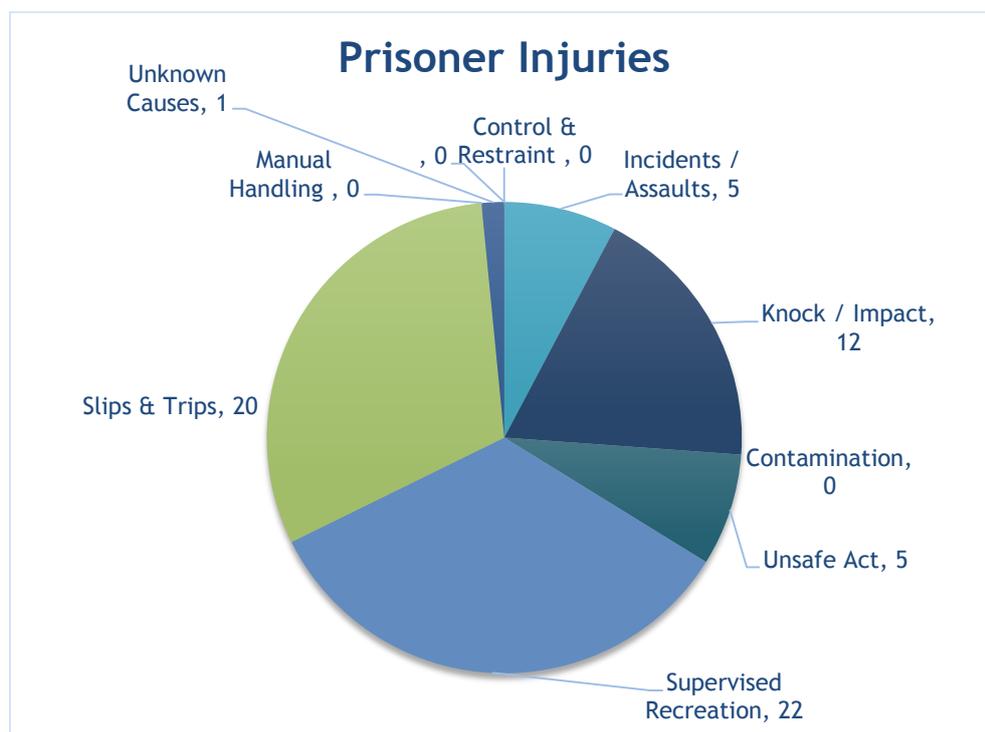
Prisoners at risk of self-harming are managed through a process known as Assessment Care in Custody and Teamwork (ACCT), which is an individualised care plan for prisoners. ACCT Assessors are trained to carry out a thorough assessment of the level of risk that a prisoner presents.

In 2015, 38 ACCT documents were opened for prisoners for various reasons on reception or during their time in custody. These events were due to a wide range of reasons and are unique to the individual. There were seven cases of actual deliberate self-harm recorded; five prisoners cut themselves and two had punched walls to cause injury.

There were no deaths in custody in Guernsey Prison during 2015.

Accident / Injuries

2015 saw a slight increase in injuries reported by prisoners. It is believed that improved prisoner Health and Safety and Gym inductions have raised safety awareness; therefore prisoners are now reporting all accidents regardless of how minor they may be.



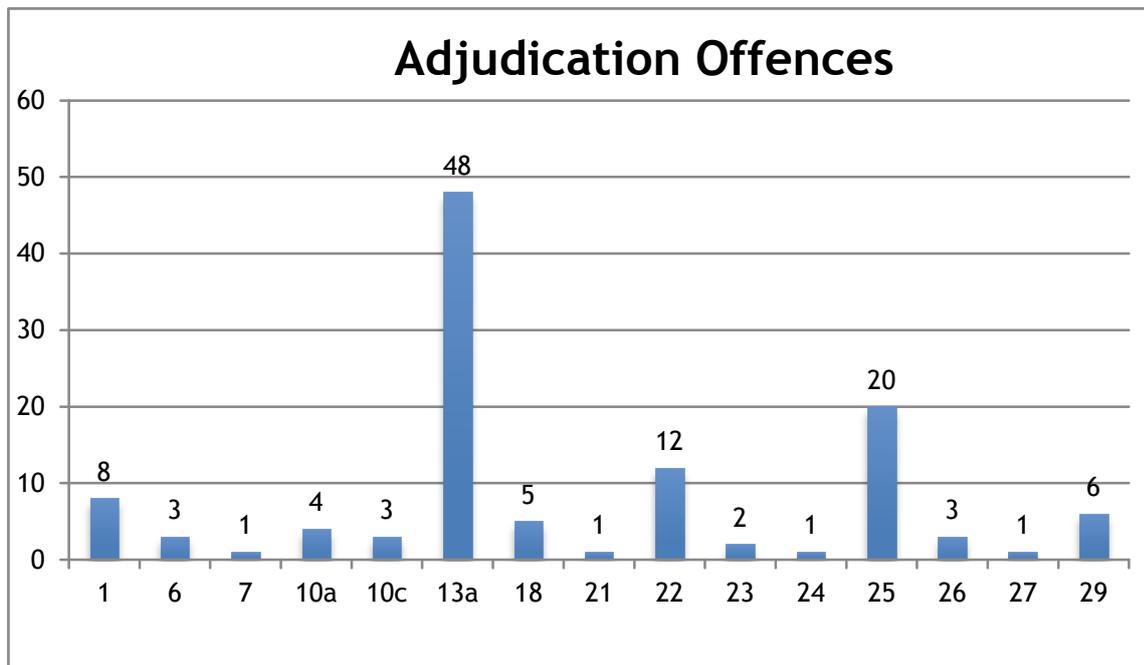
Awards for offences against discipline

In 2015 there were a total of 119 offences against discipline committed by a total of 50 prisoners. One prisoner received an award of 3 days cellular confinement.

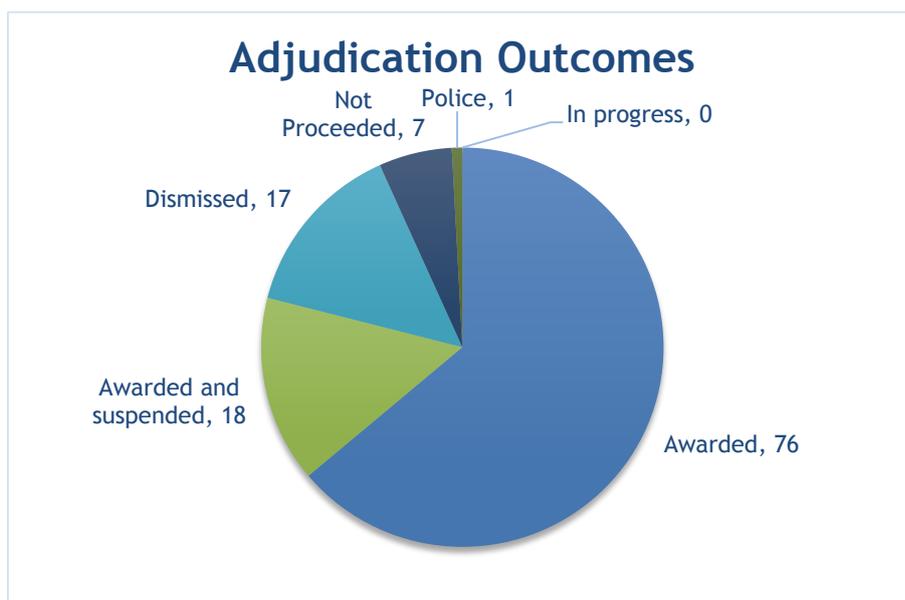
The most regular offences were:

(13a) has in the prisoner's possession - anything the prisoner is not lawfully required or authorised to possess, (48 charges)

(25) Disobeys any lawful order (20 charges)



The awards were generally loss of privileges ranging from 5 days loss to 21 days loss. Loss of privileges can be Stoppage of Earnings, Loss of TV, Loss of association, Loss of Canteen and Loss of communal Dining. Six of these awards were suspended. Three adjudications were referred to the independent adjudicator which resulted in two prisoners losing 28 days remission and one prisoner losing 7 days remission. There were no appeals against adjudication awards.



KEY PERFORMANCE TARGETS

The Guernsey Prison Service is fully committed to monitoring its performance and ensuring that its managers have access to the information they require to judge effectiveness and make informed decisions against the following objectives:

Safety: Prisoners, particularly the most vulnerable, are held safely

Respect: Prisoners are treated with respect for their human dignity

Resettlement: Prisoners are prepared for their release into the community and effectively helped to reduce the likelihood of reoffending

Purposeful Activity: Prisoners are able, and expected, to engage in activity that is likely to benefit them

The prison had a successful year managing to meet its Key Performance Targets (KPTs) under these objectives on a regular basis. Full details of the monthly statistics from the Performance Management system can be found in Appendix B.

Appendix A



OFFENCES AGAINST
DISCIPLINE.docx

Appendix B



KEY PERFORMANCE
TARGETS.docx

Offences against discipline

- (1) commits any assault,
- (2) commits any racially aggravated assault,
- (3) detains any person against the person's will,
- (4) denies access to any part of the prison to any authorised person or visitor,
- (5) fights with any person,
- (6) intentionally endangers the health or personal safety of others or, by the prisoner's conduct, is reckless as to whether such health or personal safety is endangered,
- (7) intentionally obstructs any authorised person in the execution of the person's duty or the performance of the person's work,
- (8) escapes or absconds from prison or from the legal custody of the Governor,
- (9) fails to comply with any condition of a temporary release licence upon which the prisoner is or was temporarily released,
- (10) is found with any substance in the prisoner's urine or breath, or other bodily matter or substance taken as a sample from the prisoner, which demonstrates that –
 - (a) a controlled drug has been administered to the prisoner by that prisoner or by another person, whether in the prison or outside whilst that prisoner is on a temporary release licence (but subject to paragraph 2),
 - (b) a medicinal product has been administered to the prisoner by that prisoner or by another person, in the prison (but subject to paragraph 2), or
 - (c) the prisoner has smoked a tobacco product or any other thing at any time whilst in the prison,
- (11) is intoxicated as a consequence of consuming any intoxicating liquor (but subject to paragraph 3),
- (12) consumes any intoxicating liquor, whether or not provided to the prisoner by another person (but subject to paragraph 3),
- (13) has in the prisoner's possession –
 - (a) any thing which the prisoner is not lawfully required or authorised to possess, or

- (b) a quantity of any thing that is greater than the quantity that that prisoner is lawfully required or authorised to possess,
- (14) supplies to any person any prohibited thing,
- (15) supplies to any person any thing which the prisoner is lawfully required or authorised to have for that prisoner's own use, unless that supply is lawfully required or authorised,
- (16) takes improperly any thing belonging to another person, the prison or the Department,
- (17) intentionally or recklessly sets fire to any part of the prison or any other property, whether or not the prisoner's own,
- (18) destroys or damages any part of the prison or any property (other than the prisoner's own),
- (19) causes racially aggravated damage to, or destruction of, any part of the prison or any other property, other than the prisoner's own,
- (20) absents the prisoner's self from any place where the prisoner is required to be, or is present at any place where the prisoner is not lawfully required or authorised to be,
- (21) is disrespectful to any authorised person or any visitor (other than a prisoner),
- (22) uses threatening, abusive or insulting words or behaviour,
- (23) uses threatening, abusive or insulting racist words or behaviour,
- (24) intentionally fails to work properly or, being required to work, refuses to do so,
- (25) disobeys any lawful order,
- (26) disobeys or fails to comply with any provision of this Ordinance, the Prison Regulations or the Prison Orders that applies to the prisoner,
- (27) receives any controlled drug, or, without the consent of an authorised officer, any other thing, during the course of a visit,
- (28) displays, attaches or draws on any part of a prison, or on any other property, threatening, abusive or insulting racist words, drawings, symbols or other material,
- (29) smokes a tobacco product or any other thing, or
- (30) (a) attempts to commit, (b) incites another prisoner to commit, or (c) assists another prisoner to commit or to attempt to commit, any of the foregoing disciplinary offences.

KEY PERFORMANCE TARGETS (Results)

Assault rates

The rate of assaults is less that 2% of the prison population.



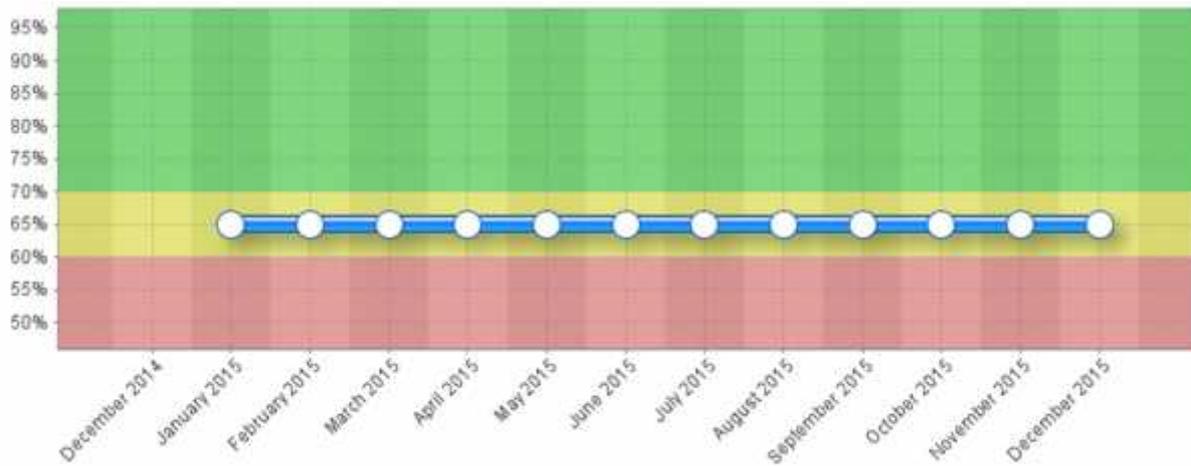
Accounting and control

To achieve a 90% or better compliance rate in the "Accounting and supervision" audit.



Categorisation and assessment

To achieve a 90% or better compliance rate in the "Categorisation and assessment" audit.



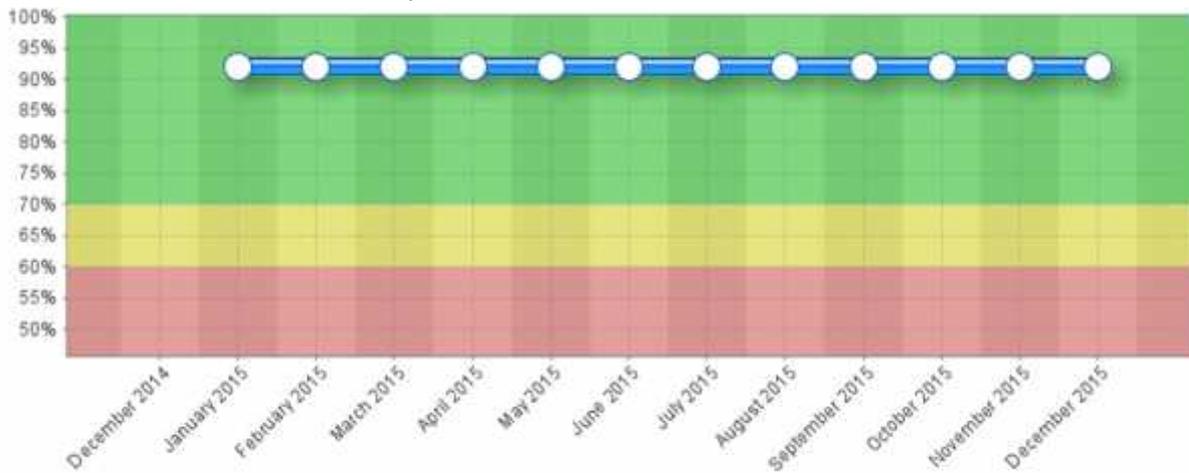
Searching

To achieve a 90% or better compliance rate in the "Searching" audit.



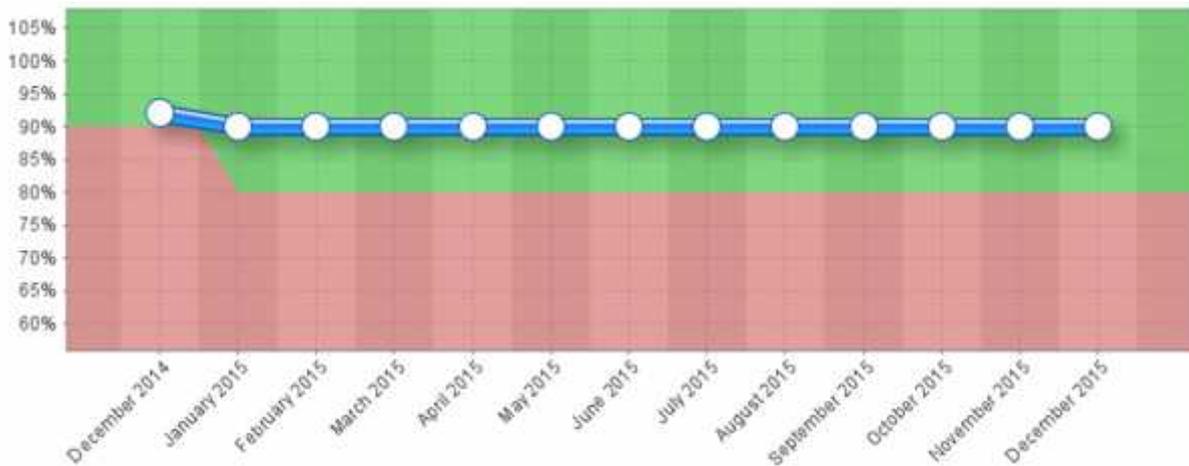
Communications and surveillance

To achieve a 90% or better compliance rate in the "Communications and surveillance" audit.



Self harm compliance

To achieve an 90% or better compliance rate in the self-harm audit.



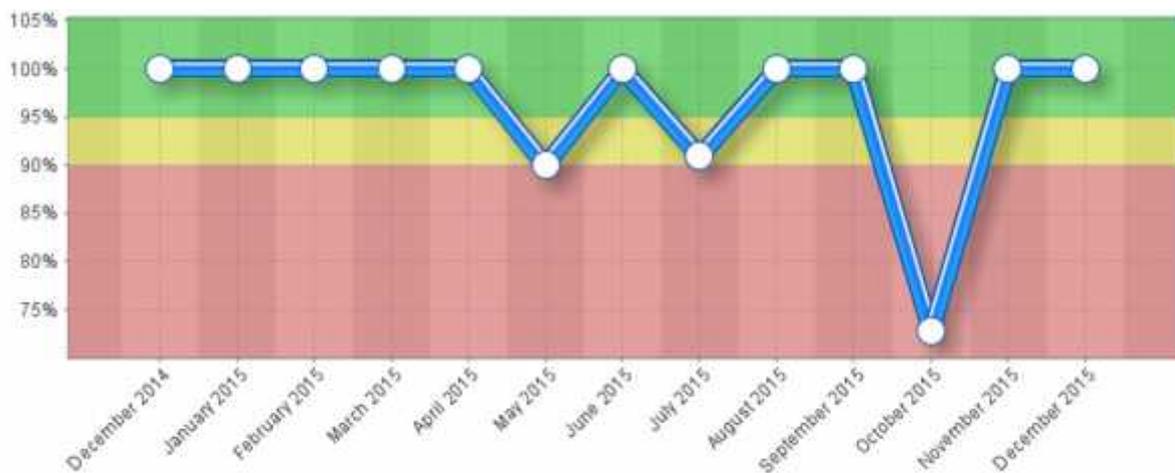
Unified grades updated

To ensure that 80% of eligible grades have been fully refreshed in Use of Force (UOF) basic techniques.



Initial Contact

Personal Officers to make contact with their allocated prisoner and complete the Initial Contact Form (signed by the prisoner) within 5 working days of being allocated to that prisoner.



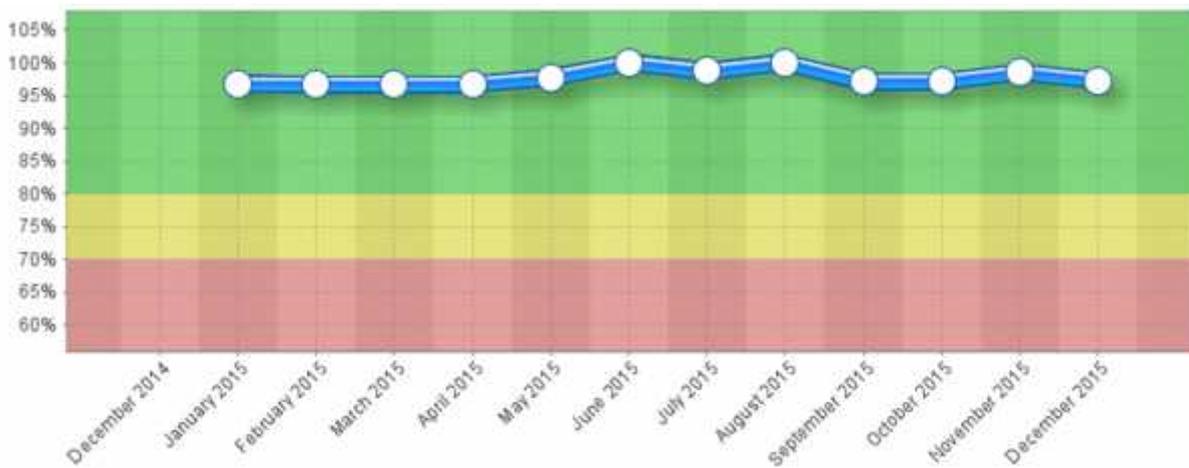
Complaints handled within 5 days

Ensure that complaints are responded to within 5 working days.



Activity sessions

To ensure that 90% of eligible sentenced prisoners are engaged in purposeful activity.



Remand Activity

To ensure that 60% of eligible sentenced prisoners are engaged in purposeful activity.



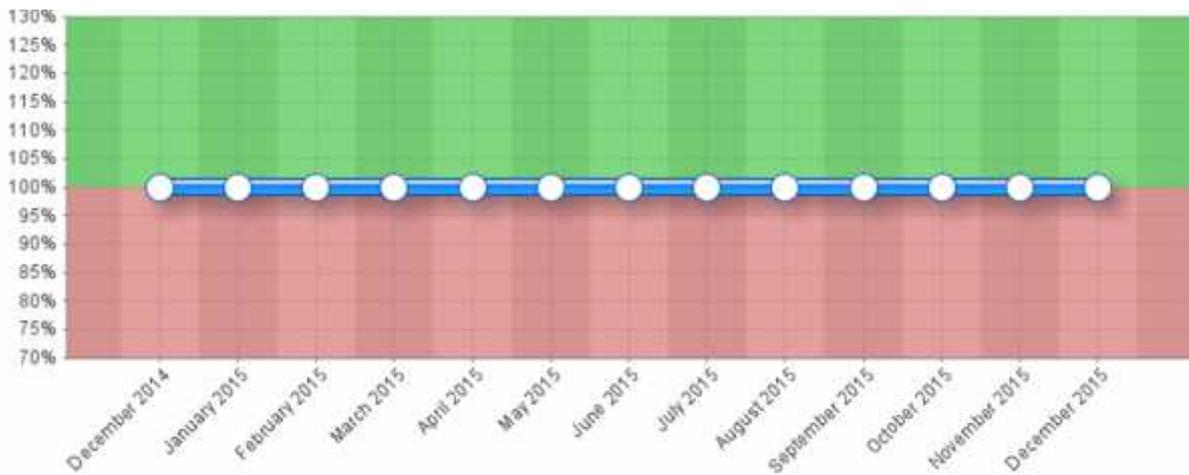
Offending behaviour programmes completed

90% of prisoners with assessed offending behaviour needs complete required interventions prior to release.



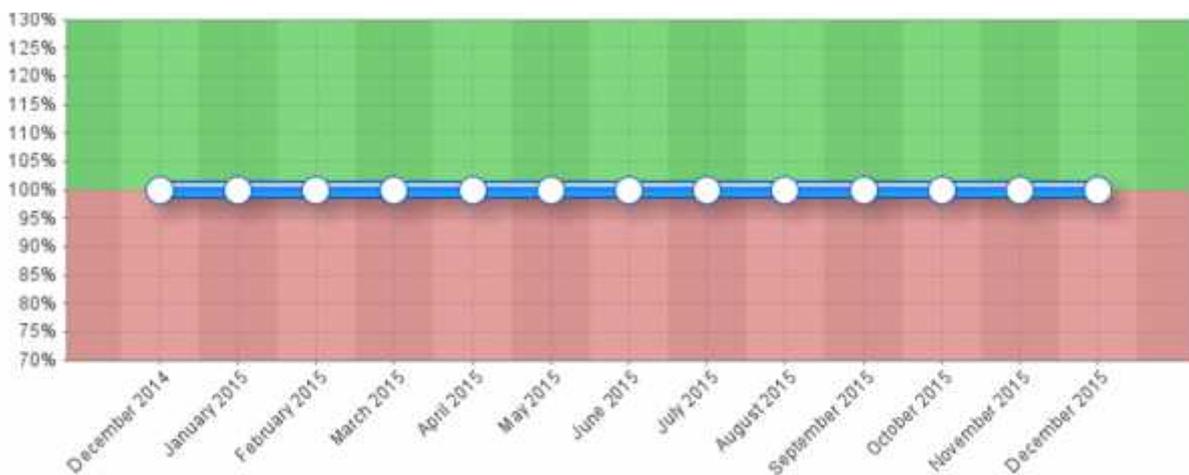
Accommodation

To ensure that 95% of prisoners without secure accommodation on release receive support from the Resettlement team in seeking accommodation.



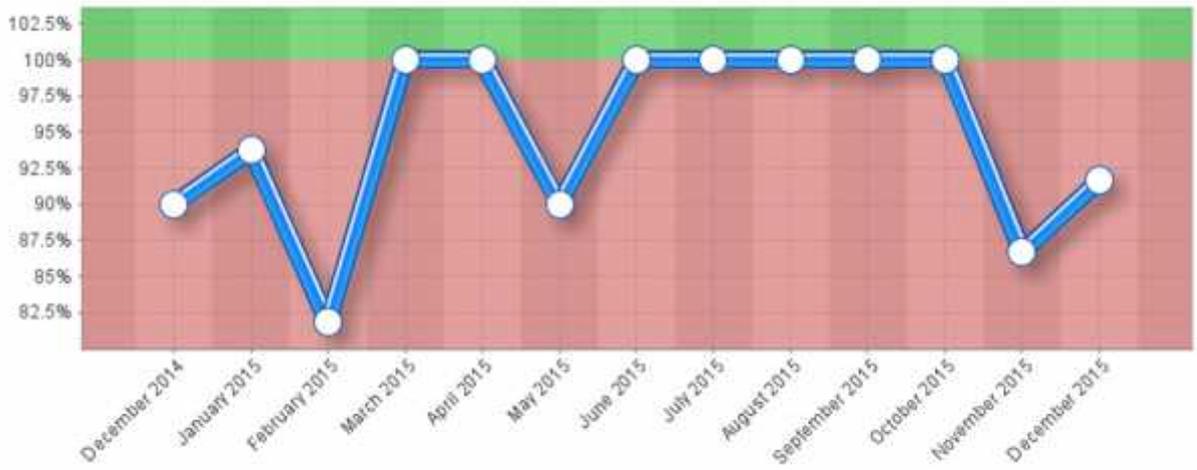
Employment on discharge

To ensure that 95% of prisoners without identified employment on release receive support from the Resettlement Team in seeking work.



Public Protection

Ensure that Public Protection checks are carried out on 100% of prisoners within 3 working days of reception and the relevant restrictions on contact are put in place.



Custody Plan

Ensure 100% offenders have a custody/sentence plan prepared within 20 working days of the commencement of a committal into custody.

