

STATES OF JERSEY PRISON SERVICE

HM PRISON LA MOYE

ANNUAL REPORT 2007

Index

Governor's Introduction	Page 3
Mission Statement	Page 4
Primary Aims	Page 4
Statistics	Page 5-9
Financial Report	Page 10
Prisoner Activities	Page 11-14
Policy Developments	Page 14
Staff Training & Development	Page 15
Healthcare	Page 16

INTRODUCTION

It is my privilege to report on the Prison's performance and progress made during 2007 on behalf of my predecessor, who unfortunately left the Jersey Prison Service at the end of the reporting period before being able to complete his report.

2007 was a very productive but demanding year at HM Prison La Moye. The local progression system for prisoners became more meaningful as the population settled in to J Wing, which opened in November 2006. The opening of the Resettlement and Sentence Planning Unit, with two prison officers dedicated to sentence planning and a full-time probation officer seconded to this area, also signalled the Prison's commitment to progressing the requirements of the Prison Improvement Plan and providing meaningful opportunities for prisoners to address their offending behaviour and present less of a risk to public safety.

The Minister for Home Affairs officially opened the Learning Centre and 7 new members of staff were recruited to address educational needs and skills development.

Construction work commenced on a new accommodation wing and a gymnasium/activity building, both of which represent major capital investment in upgrading the prison.

Excellent progress was made in addressing significant policy gaps, not least in regard to child protection and anti-bullying.

To conclude, I commend the Governor and staff at La Moye for the progress made during 2007 and I look forward to working with all at La Moye and our partners and stakeholders in other States departments and in the community in delivering a public service we can be proud of.

Bill Millar
Governor

MISSION STATEMENT

- H M Prison La Moye will provide a healthy, safe, secure and stimulating environment for all who live and work here. Prisoners will be encouraged to address their offending behaviour and to become involved in education and work related training, which will enable them to live a law-abiding and purposeful life in custody and after release.
- Supportive relationships with families will be facilitated in order to maintain the positive links that will ensure a successful return to the community. In partnership with other agencies the prison will provide effective ways to reduce crime and its resultant social and economic costs.
- Our aim is to be a model of best practice and an example to other prisons.

PRIMARY AIMS

- Protection of the public by keeping in custody those persons committed to us by the Courts in a safe, decent and healthy environment.
- Reduce re-offending by providing constructive regimes, which address offending behaviour and which improve educational and work skills.
- Supporting offenders' positive relationships with their families in order to assist their successful return to the community.

ANNUAL REPORT FROM THE PRISON GOVERNOR 1st Jan – 31st Dec 2007

1. STATISTICS

1.1 Prisoner Accommodation

1.1.1 A breakdown of the prisoner accommodation is detailed below. Of the 256 prisoner places available, 93 have direct access to in-cell toilet facilities.

1.1.2 H and J Wings provide good standard cellular accommodation and associated prisoner recreation facilities.

1.1.3 The other wings are dated in their construction and design. They do not provide for efficient use of staff, they have no in cell toilet facilities and association areas for prisoners are generally very poor, particularly in the vulnerable prisoner areas.

1.1.4 Prisoner Accommodation

Wing	No. of Cells	No. of Prisoner Places	No. with access to in cell toilet
Female			
H	31	31	31
Young Offenders			
G	22	27	Nil
Vulnerable Prisoner Units			
C	23	23	Nil
E	21 (+ 1 x dorm)	45	Nil
Adult Male (Mainstream)			
A	23	23	Nil
B	37 (+ 1 x dorm)	45	Nil
J	41	62	62

1.2 Population

The daily average population was 183 and the comparison with other years is as follows:-

Average for	<u>2003</u>	<u>2004</u>	<u>2005</u>	<u>2006</u>	<u>2007</u>
	165	171	172	174	183

The comparative figures for the greatest and least number of persons in Prison on any one day show the following:-

	<u>2003</u>	<u>2004</u>	<u>2005</u>	<u>2006</u>	<u>2007</u>
Greatest number	187	198	181	189	200
Least number	122	159	158	157	172

1.3 Receptions

The total number of persons received into Prison during 2007 was slightly lower than in previous years:-

	<u>2003</u>	<u>2004</u>	<u>2005</u>	<u>2006</u>	<u>2007</u>
Males	337	309	304	254	272
Females	<u>38</u>	<u>33</u>	<u>31</u>	<u>43</u>	<u>24</u>
Total	375	342	335	297	296

The figures below reflect the number of prison receptions, the disposals of the courts during 2007 in comparison with the two previous years and the number of prisoners transferred to the UK after conviction:-

	<u>2005</u>	<u>2006</u>	<u>2007</u>
Sentenced to imprisonment or youth detention	223	181	173
Dealt with by methods other than imprisonment	95	103	108
Remaining in custody unsentenced at the end of the year	<u>60</u>	<u>52</u>	<u>33</u>
Total	378	336	314
Transferred to the United Kingdom	16	16	8

1.4 Length of sentence

The sentences imposed in 2007 compared with those in 2005 and 2006 were as follows:-

	<u>2005</u>	<u>2006</u>	<u>2007</u>
1 month and under	32	28	30
Over 1 month and under 6 months	44	22	27
6 months to 12 months	19	25	23
Over 12 months to 2 years	26	26	23
Over 2 years to under 5 years	33	42	33
5 years to under 6 years	3	8	5
6 years and over	10	8	12
Life	4	1	1
	<hr/> 171	<hr/> 160	<hr/> 154

1.5 Young Offenders

The numbers of persons under the age of 21 received into Youth Detention in 2007 were 9 females and 74 males, compared with 20 and 42 in 2006.

Of the 83 admitted, 25 were under 18 and 58 were 18 – 20 years of age.

1.6 Previous convictions

Of the 296 persons admitted during the year, 170 were known to have had previous convictions, and 141 had served terms of imprisonment or some other form of custodial or suspended sentences or community service.

1.7 Countries of origin

Of the total admissions, 143 were Jersey born, compared with 115 in 2006.

Of the remainder, the largest volumes were from the United Kingdom (75), Portugal (48), with smaller numbers from Poland, Bangladesh and a variety of other European origins.

1.8 Temporary releases

A total of 4,099 temporary releases were granted during the year to 79 prisoners with 3,627 being for work experience. There were 18 breaches of licence conditions though none of the prisoners released failed to return to custody at their licence expiry time.

1.9 Discipline

During the year, 198 reports (several for multiple offences) were submitted for contravening prison rules. 91 adult prisoners were involved, (84 male, 7 female) and 16 young offenders, (10 male, 6 female). Of these 3 were referred to the police for investigation.

Of the reports submitted against adult prisoners 38 had more than one report, the highest being one with a total of 13. Of the reports submitted against young offenders, 4 had more than one report, the highest being one with a total of 13.

Breakdown of Offences and Punishment Awards

Offence	Number	Dismissed	Loss of Association	Cell Confinement	Caution	Loss of Privileges	loss of Earnings
A Disobeys any order of the Governor or of any other Officer or any Prison rule	24	5	4	5	5	2	3
AB Fails to return to prison on expiry of stated period of parole or breaks a condition of parole	9		3	3	1	5	
B Treats with disrespect any officer or any person authorized to visit the prison	2				1		1
D Uses any abusive, insolent threatening or other improper language	40	5	14	4	7	8	6

E Is indecent in language, act or gesture	4		1		1	2	
F Commits any assault	18	4	5	5	1	5	
G Communications with another prisoner without authority	1				1		
J Fights with any person	7	2	1	3		2	1
K Intentionally endangers the health or personal safety of others or, by the prisoners conduct, is reckless whereby such health or personal safety is endangered	7	2	4				
L Intentionally obstructs an officer in the execution of his duty	6		2		3	2	2
N/M Destroys or damages any part of the Prison or any other property other than the Prisoners own	20	3	7	3	2	5	5
P/O Commits any nuisance	5		1		1	3	
Q has in the prisoners cell or possession an unauthorised article or attempts to obtain such an article	64	11	17	13	5	7	20
R Gives to or receives from any person any unauthorized article	1	1					
S Sells or delivers to any other person, without permission anything which the prisoner is allowed to have only for the prisoners own use	2			1	1		
T Takes improperly or is in unauthorized possession of any article belonging to another person or the prison	10	2	4	2	1		
Z In any other way offends against good order and discipline	10		2	2	1	1	4

The longest period in cellular confinement was 7 days, suspended for 3 months. The longest period actually served was 3 days.

Longest period of loss of privileges was 14 days.

1.10 Electronic Monitoring

A total of 16 prisoners were granted release on the TRMS during the year of which one was recalled to prison for breaching a licence condition.

1.11 Cost of prisoners' food

The cost of food provided to prisoners during 2007 amounted to £3.12 per day.

1.12 Employment of prisoners

Most prisoners were employed in the Prison Industries, which produced an income of £358,738.

1.13 Staff

On 31st December, 2007 the establishment of the Prison Staff was as follows:-

	<u>2007</u>
Governor	1
Deputy Governor	1
Senior Unit Manager	2
Unit Manager	9
Catering Officer	4
Prison Officer	78
Nurse Officer	4
Operational Support Grade	10
Engineer Officer	3
Civil Servants	8
Civilian Horticultural Officer	4
Civilian Driver/Compound Assistant	1
Craftsman	2

The Operational Support Grade was only introduced to the prison in November 2006 but the role became more established during 2007. This released some prison officers to take up a more comprehensive range of duties, to the benefit of the establishment and allowed a modest reduction in the overtime bill.

There was significant recruitment of personnel to enhance the prisoners' regime with the appointments of a Head and Deputy Head of Learning and Skills, a Workshop Coordinator and a Painting and Decorating Instructor.

2. FINANCIAL REPORT FOR 2007

	BUDGET 2007	ACTUAL SPEND / INCOME 2007	VARIANCE (OVER) / UNDER
STAFF	5,649,019	6,167,010	(517,991)
NON STAFF			
Premises + Maintenance	627,000	573,377	53,623
Supplies + Services	1,398,100	1,469,993	(71,893)
Administrative Costs	94,200	143,681	(49,481)
Cost of Prisoners in UK	240,000	313,951	(73,951)
Total Non Staff	2,359,300	2,501,002	(141,702)
Total Expenditure	8,008,319	8,668,012	(659,693)
Less Income			
Prison Industries	393,000	358,738	34,262
Rent	100,000	99,283	717
Net Expenditure	7,515,319	8,209,991	(694,672)

Overspend of £694,672 was met by - £500,000 discrimination legislation funding (which was pre-agreed) and £194,672 from general under spend in other areas within Home Affairs at year end.

Net revenue expenditure for HM Prison was £8.2 million in the year 2007, of which staff costs were £6.2 million, equivalent to 76% of expenditure.

3. PRISONER ACTIVITIES

3.1 Sentence Management

The recruitment of 2 Sentence Management Officers and the creation of the Resettlement and Sentence Management Unit have resulted in full participation of prisoners in the Sentence Planning process and every prisoner now has a personal officer nominated to support him/her.

A total of 105 Sentence/Discharge Plans were created between 1st October 2007, when sentence planning was introduced and 31st December 2007. These plans were for prisoners serving more than 6 months. Those serving less than six months were provided with discharge plans only.

The criteria for creating sentence plans was developed jointly by Prison and Probation Services and 134 (from 163) prisoners were eligible. The remaining 29 prisoners (without plans) would be addressed in 2008.

3.2 Learning and Skills – Library and Education Centre (LEC)

The Head of Learning & Skills was recruited in Spring 2006 and during 2007, a further seven additional staff have been appointed to support education and skills development, radically changing the nature of what was previously termed ‘education’ within the establishment.

The LEC was officially opened in November and all prisoners have or are scheduled to receive, a basic skills assessment on arrival at the Prison. The statistics listed below give some idea of what was delivered, the take up by prisoners and plans for the future.

3.2.1 Visits to Library

	A	B	C	E	G	H	J	Total
November 2007	26	31	40	51	51	47	71	317
December – only to 21 st	14	35	29	37	65	47	67	294

3.2.2 Books borrowed by wing and total per month

	A	B	C	E	G	H	J	Total
November 2007	40	30	47	61	47	58	95	378
December – only to 21 st	2	23	28	36	28	44	68	229

3.2.3 Number of requests taken

Oct	Nov	Dec	Jan	Feb	Mar	Total
34	52	26	-	-	-	112

3.2.4 Classroom Lessons for November & December:

Literacy Assessments Completed	30
Numeracy Assessments Completed	31
Current Open Learning Courses (this includes BTEC Diplomas, Business Start UP, “A” Level and GCSE Courses	10
European Computer Driving Licence ECDL (Average attending lessons for this per week = 46)	106

ECDL – 30 Staff have also registered

3.2.5 Skills Training

Tutors (included in the figures above) have been or are being recruited to deliver the following skills training:

- Industrial Cleaning
- Carpentry and Joinery
- Painting and Decorating
- Trowel Trades

3.2.6 Employment

Horticultural Compound

The horticultural area provided a good source of employment for an average of 20 prisoners throughout the year. The Prison supplied Ransoms Garden Centre with a selection of the following plants:-

- Summer and winter bedding plants,
- Hanging basket and patio plants,
- Geraniums,
- Grasses,
- Shrubs,
- Cyclamen and Poinsettias for Xmas.

A number of other small businesses, including landscape gardeners, contracted the Prison to produce plants during the year.

The Prison entered several local flower and vegetable shows, collecting a number of trophies. All the shows were attended by two prisoners assisting staff in setting up the displays.

Male Prisoner Workshops

A range of high quality garden furniture was produced including garden seats and benches, picnic tables, plant troughs and containers as well as special one-off orders. The Prison also undertook the repairing and re-painting/varnishing/French polishing of household and garden furniture mainly for schools and hotels/hostelries.

Other sources of employment included turning broken pallets into kindling for the local coal board. and rubbing down and repainting articulated trailers for a local haulage company, as well as power washing their tarpaulins.

Female Prisoner Workshop

On average 8 female prisoners were employed in the workshop. The main source of employment was the dismantling, sorting and recycling of electrical items and computers. This was done in partnership with Transport & Technical Services Department, who arranged all the delivery and collection of the items to be recycled. They have also supplied the unit with the tools required for the job, as well as paying the prisoners' wages.

YOI

Young offenders were employed on car valeting and a range of domestic cleaning duties.

Additional Roles

In addition to the above, a high percentage of the prisoner population were employed in the following areas:

- canteen orderly
- engineers orderly
- reception orderly
- gym cleaner/orderly
- industrial cleaner orderly
- domestic cleaning
- prisoner laundry
- grounds maintenance

External Work Placements

Prisoners nearing the end of sentence and deemed to present a low risk of re-offending were allocated work placements or paid employment in the community. Some of the placements used were:

- Samares Methodist Church
- St Brelades Church
- La Moye School
- Age Concern
- Communicare
- Home Grown Nurseries
- Jersey Lavender Farm
- Jersey Steel

- Croissant Gourmet

3.3 The Prison Market Place

The Prison 'Market Place' was established in the Summer of 2007 and its purpose was to invite other 'resettlement' agencies into the Prison on a given day of the month and expose them to prisoners that are nearing the end of their sentence and have need of assistance in accommodation, employment, welfare and general advice.

Agencies that have attended to date:

Workwise & Careers
Housing
Grace Trust
Roseneath
The Shelter
Citizen's Advice Bureau
Community Banking

The 'Market Place' has proved extremely popular with 122 prisoners attending. The average attendance at each 'session' by agencies was 6 during the year.

4. POLICY DEVELOPMENTS

4.1 Public and Child Protection Measures

A Safer Custody Officer was appointed in September 2007 and this post holder is responsible for coordinating all matters relating to public and child protection. All public/child safety measures are in place and we are currently compliant in their application.

4.2 Safer Custody and Violence Reduction

The Violence Reduction and Anti-Bullying Policy was introduced in October 2007. The Safer Custody Officer appointed earlier in the year, coordinates and investigates incidents of self-harm, acts of violence and bullying incidents reported by staff or prisoners. Between October and 31 December 2007, 10 prisoners were the subject of our violence reduction and intervention strategy.

4.3 Self-Harm and Suicide Awareness

A revised suicide awareness policy was issued in October 2007. The Safer Custody Officer appointed earlier in the year, coordinates all suicide risk assessment forms and ensures that procedures are followed. The strategy is overseen by the Head of Custodial Care. A multi-disciplinary team approach to managing those prisoners in crisis was implemented and improvements include the creation of 6 safer cells and use of CCTV in 7 cells. A protocol for CCTV use was established.

4.4 Race Equality and Diversity

A Race Equality and Diversity strategy and policy document was introduced in December 2007.

A significant development for foreign national prisoners was a £5 credit per month into their telephone account to assist in maintaining contact with family or friends.

5. STAFF TRAINING AND DEVELOPMENT

5.1 Staff Appraisal System

A new Performance Related Assessment (PRA) policy document was published, which brought the prison into alignment with other States departments. The PRA process includes clearly identified lines of management for all staff and to facilitate improved accountability, clarity on areas of responsibility and training/development of staff.

5.2 Staff Training Programme

The returns for 2007 staff training programme are compared with 2006 below.

2006

April - September	= 247 hrs
Oct, Nov, Dec	= 276 hrs
Total Hours	= 523 (Approx 3.5 hours per member of staff)

2007

Jan - June	= 1466 hrs
July - December	= 1632 hrs
Total Hours	= 3098 hrs (Approx 22 hours per member of staff over year)

The following subjects provided some of the training subjects delivered since the introduction of Prison Improvement Plan:

- Overview of Project Management to Project Leads
- Consultation Meetings with Staff Related to PIP and Focus Groups
- Sentence Management Scheme
- Personal Officer Scheme
- Applications and Complaints Process
- Violence Reduction/Anti-Bullying Strategy – Staff/Prisoners
- Staff Performance and Appraisal System
- Public and Child Protection
- First Aid/Resuscitation and Defibrillator Training
- Staff Presentation Skills Course
- ECDL
- Team/Group Meetings

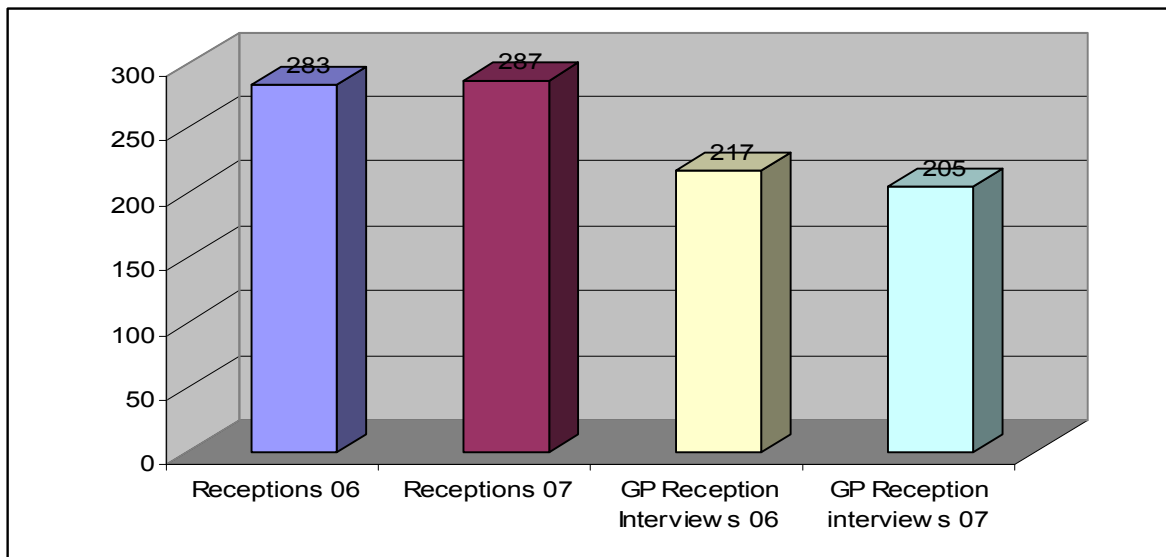
5.3 IT Systems

The Prison Information Management System became fully operational in 2007, with staff improving their computer skills as a consequence. A very effective and comprehensive prisoner record system was established.

6. HEALTHCARE

6.1 The numbers of new receptions and also GP interviews were very similar to 2006.

GP Interviews



6.2 Developments in healthcare provision during 2007 were:

- Smoking Cessation Clinics were established
- 2 defibrillator machines were purchased and key staff trained in their use
- Mental Health Team Meetings have been re-established
- Medicines and Therapeutics Meeting established (GPs/Pharmacist/Chief Pharmacist and Healthcare Manager)
- All Healthcare policies have been reviewed and updated