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# STATES OF JERSEY



## STATES OF JERSEY PRISON SERVICE: H.M. PRISON LA MOYE – ANNUAL REPORT 2014

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Presented to the States on 1st July 2015  
by the Minister for Home Affairs

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STATES GREFFE





# **STATES OF JERSEY PRISON SERVICE**

## **HM PRISON LA MOYE ANNUAL REPORT 2014**

1.	INTRODUCTION .....	3
2.	MISSION STATEMENT .....	4
3.	PRIMARY AIMS .....	4
4.	STATISTICS .....	5
4.1.	Breakdown of Prisoner Accommodation .....	5
4.2.	Total population during 2014 .....	5
4.3.	Discipline .....	7
4.4.	Home Detention Curfew (HDC) .....	7
4.5.	Staff in Post .....	7
5.	FINANCIAL REPORT FOR 2014 .....	8
6.	SENTENCE PLANNING .....	8
6.1.	Sentence Management .....	8
6.2.	The Market Place .....	9
7.	LEARNING AND SKILLS DEPARTMENT .....	10
7.1.	Staffing .....	10
7.2.	Facilities .....	11
7.3.	Key developments in 2014: .....	11
7.4.	Learning opportunities .....	12
7.5.	Learning and Skills taught hours .....	13
7.6.	Examination Results for 2014 .....	13
7.7.	Staff development .....	13
7.8.	Work based learning .....	14
7.9.	Employment .....	14
7.10.	Employment availability .....	15
8.	STAFF TRAINING AND DEVELOPMENT .....	15
8.1.	Staff Training Hours .....	15
9.	HEALTHCARE .....	16
9.1.	Complaints .....	16
9.2.	Detox .....	16
9.3.	Healthcare Clinics .....	17
9.4.	Vaccinations .....	18
9.5.	Smoke Cessation .....	18
10.	PROGRAMMES AND INTERVENTIONS .....	18
10.1.	Psychology and Programmes Overview .....	18
10.2.	Psychology Statistics .....	18
10.3.	Substance Misuse Team Overview .....	19
10.4.	Substance Misuse Statistics .....	19
10.5.	Self-help Groups .....	19
11.	SAFER CUSTODY .....	19
11.1.	Violent Incidents .....	19
11.2.	Self-Harm .....	19
12.	CHAPLAINCY .....	21
	ANNEX A .....	22
	ANNEX B .....	23
	ANNEX C .....	24

## 1. INTRODUCTION

I am pleased to report on the performance of the Jersey Prison Service during 2014.

Having recorded a significant drop in prisoner numbers in 2012 and remained at a lower daily average throughout 2013, the population reduced further in 2014. The daily average was 141 (down from 159 the previous year) and the peak was 150 (down from 169).


The numbers of young offenders and juveniles detained in custody were again extremely low, with no females under the age of 21 and only 1 male juvenile (15 – 17 years of age) being convicted and sentenced during the year.

While it is encouraging to note a significant reduction in assaults on prisoners, the number of assaults on staff rose from 6 in 2013 to 12 in 2014. 8 of the 12 are attributed to one very difficult and violent individual.

Prisoner achievements in regard to courses completed and certificates received were again excellent and the products from the horticulture and carpentry work areas were of very high quality.

Our drive for efficiency and success in this regard is evidenced by the fact that our net expenditure for 2014 was less than it was in 2010.

In conclusion, I am delighted to report on another very good performance by the Jersey Prison Service and I take this opportunity to thank the staff at the Prison for their commitment and support during 2014. I also take this opportunity to thank the many external agencies that have supported and assisted the Jersey Prison Service during 2014. Working in partnership with the Probation, Police and Customs & Immigration Services has been very productive and the commitment of our voluntary agencies such as the Freedom for Life Ministry and Cornerstone has been outstanding.



**Bill Millar**  
**Governor**

## **2. 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.

## **3. 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.

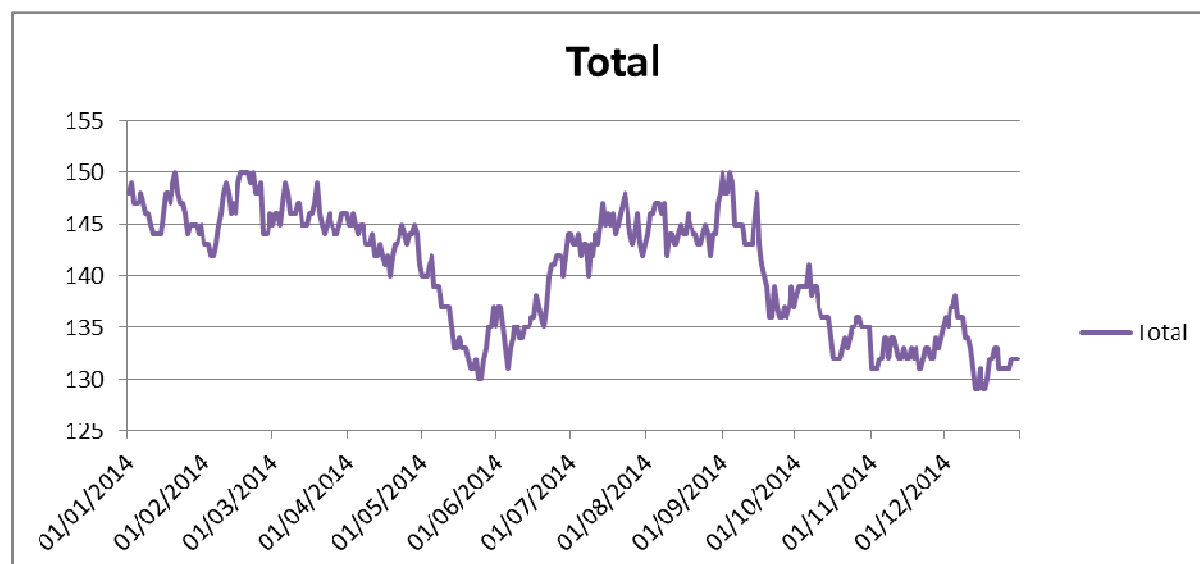
## 4. STATISTICS

### 4.1. Breakdown of Prisoner Accommodation

Wing	No. of Cells	No. of Prisoner Places	No. with access to in cell toilet
<b>H</b> (Females)	31	35	35
<b>K3</b> (Young Offenders)	20	26	26
<b>J Wing</b> (Vulnerable Prisoners)	41	62	62
<b>K 1&amp;2</b> (Adult Male Mainstream)	26	31	31
<b>L Wing</b> (Adult Male Mainstream)	60	87	87
<b>G Wing</b> (out workers)	22	14*	Communal facilities
<b>Total</b>	200	255	241

\*a restricted number of cells designated for use in G Wing

### 4.2. Total population during 2014



#### 4.2.1.

Population	2010	2011	2012	2013	2014
Maximum Daily Population	199	200	170	169	150
Minimum Daily Population	163	163	142	148	129
Average Daily Population	178	184	157	159	141

## 4.2.2.

<b>Receptions</b>			
Male Reception	268	Sentenced to imprisonment or youth detention	103
Female Reception	16	Sentenced to imprisonment or youth detention	4
		Non-custodial disposals plus those released from court as time served on day of sentencing	150
		In custody but on remand on 31 <sup>st</sup> December	27
<b>Total Receptions</b>	<b>284</b>		

## 4.2.3.

<b>Length of Sentence</b>	
<= 1 Month	13
> 1 Month and < 3 Months	19
>=3 Months and < 6 Months	12
>= 6 Months and <= 12 Months	20
> 12 Months and <= 24 Months	15
> 24 Months and < 60 Months	17
>= 60 Months and < 72 Months	6
> 72 Months	1
Life	0
<b>Total</b>	<b>103</b>

## 4.2.4.

<b>Young Offenders</b>	<b>Male</b>	<b>Female</b>	<b>Total</b>
Number of < 18 Years remands	12	0	12
Number of < 18 Years convicted received into Youth Detention	1	0	1
Number of < 21 Years remands	34	0	34
Number of < 21 Years convicted received into Youth Detention	2	0	2

## 4.2.5.

<b>Previous Convictions</b>	
Receptions known to have been previously imprisoned	155

## 4.2.6.

<b>Countries of Origin - New Admissions (largest populations only)</b>	
Jersey Born	119
United Kingdom	92
Portugal	39
Poland	15

## 4.2.7.

<b>Temporary Releases (number of prisoners x the number of days released)</b>	
External Work	1704
External Healthcare	312
Home Leave	313
<b>Total</b>	<b>1937</b>
Number of Individual Prisoners Released	44



### 4.3. Discipline

- 4.3.1. During the year, 174 misconduct reports (several for multiple offences) were submitted for contravening Prison Rules. 68 adult prisoners (64 male and 4 female) were involved.
- 4.3.2. One prisoner had 5 misconducts referred to the police for criminal investigation and this resulted in conviction and a 6 month custodial sentence. Another had 8 of the reported misconducts (assaults against staff) referred to the police for investigation. He was convicted and was awaiting sentence at the end of the reporting period.
- 4.3.3. Of the reports submitted against adult prisoners, 22 had more than one report, the highest being one individual with a total of 27.
- 4.3.4. The longest period of cellular confinement awarded was 14 days.
- 4.3.5. A breakdown of the punishments awarded during 2014 is attached at Annex A.

### 4.4. Home Detention Curfew (HDC)

- 4.4.1. A total of 10 prisoners were granted release on HDC during the year, 9 adult males, and 1 adult female. 1 adult male was recalled to prison for breaching licence conditions.

### 4.5. Staff in Post

- 4.5.1. On 31<sup>st</sup> December, 2014 the Prison's approved staff complement was as follows:-

	Approved	In post
Governor	1	1
Deputy Governor	1	1
Senior Unit Manager	1	1
Unit Manager	4	4
Senior Officers	13	13
Catering Officer (including a manager)	6	6
Prison Officer (Residential)	55	53
Prison Officer (Operations)	36	30
Nurse Officer (including a manager)	6	6
Engineer Officer (including a manager)	5	4
Civil Servants	23*	25*
Vocational Training Instructors	10	10
Physical Training Instructors (including a manager)	<u>4</u>	<u>4</u>
<b>TOTAL</b>	165	158

\*rounded up to whole full-time equivalents

## 5. FINANCIAL REPORT FOR 2014

### 5.1.

	<b>BUDGET</b>	<b>ACTUAL SPEND / INCOME</b>	<b>VARIANCE (OVER) / UNDER</b>
<b>Staff</b>	£8,774,300	£8,755,708	£18,592
<b>Non staff</b>			
Premises + Maintenance	£824,900	£810,956	£13,944
Supplies + Services	£1,263,661	£1,245,291	£18,370
Administrative Costs	£164,900	£232,293	-£67,393
Cost of Prisoners in UK	£35,400	£48,447	-£13,047
<b>Total Non-Staff</b>	<b>£2,288,861</b>	<b>£2,336,987</b>	<b>-£48,126</b>
<b>Total Expenditure</b>	<b>£11,063,161</b>	<b>£11,092,695</b>	<b>-£29,534</b>
Less Income			
Prison Industries	-£285,000	-£325,419	£40,419
Rent	-£130,400	-£119,548	-£10,852
<b>Net Expenditure</b>	<b>£10,647,761</b>	<b>£10,647,728</b>	<b>£33</b>

5.2. Net revenue expenditure for HM Prison was just under £10.65million, of which almost £8.76 million (82.25%) were staff costs.

5.3. The cost of prisoners' food was £4.09 per prisoner per day.

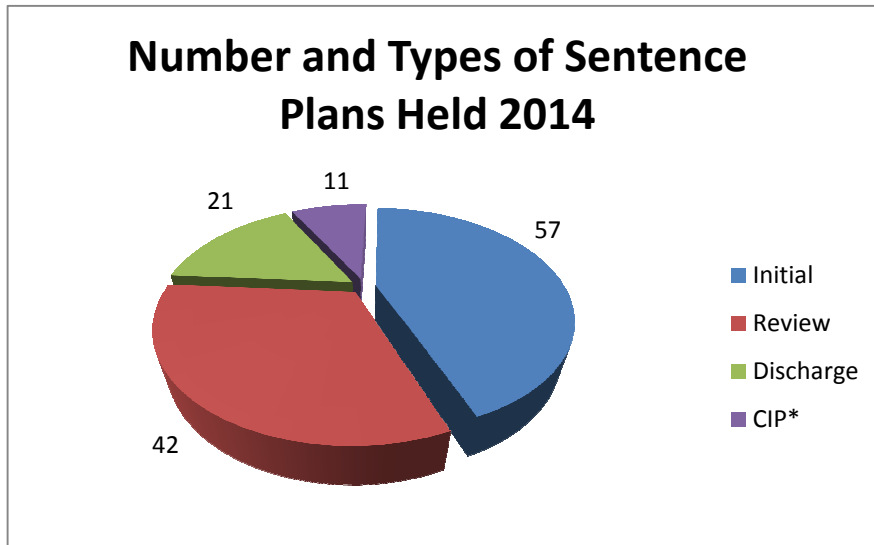
## 6. SENTENCE PLANNING

### 6.1. Sentence Management

6.1.1. During 2014 a total of 131 sentence plans were completed for convicted prisoners, a breakdown of which is set out below. The Community Integration Plans (CIP) relate to very short term prisoners where there is insufficient time to conduct reviews before discharge.

6.1.2. The total number of sentence plans is down from 2013. This is because the function was temporarily suspended in August and September 2014 to meet operational needs and for civilian staff to be trained. One eligible prisoner has not engaged with sentence planning this year.

### 6.1.3. Sentence Plans



\*Community Integration Plan

### 6.1.4. Sentence Planning Targets

The targets in a prisoner's sentence plan relate to matters the individual needs to address while in custody to help reduce the likelihood of re-offending on release and they primarily cover the following areas:

- Educational needs and practical skills development
- Good institutional behaviour
- Addressing offending behaviour (substance abuse, violence, sexual offences) via accredited programmes or individual intervention
- Securing accommodation (in the community) and work before release

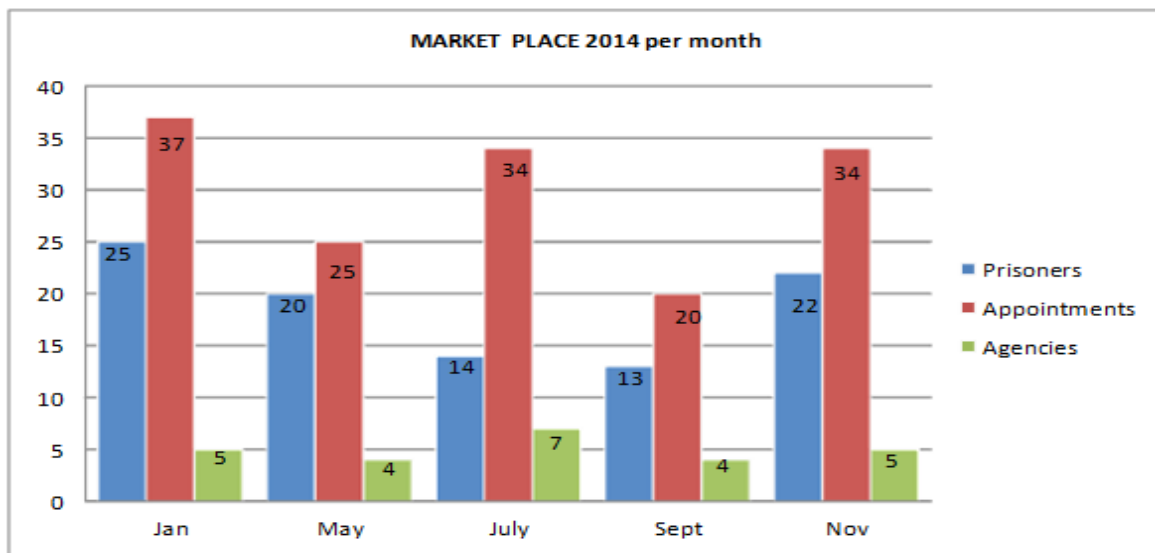
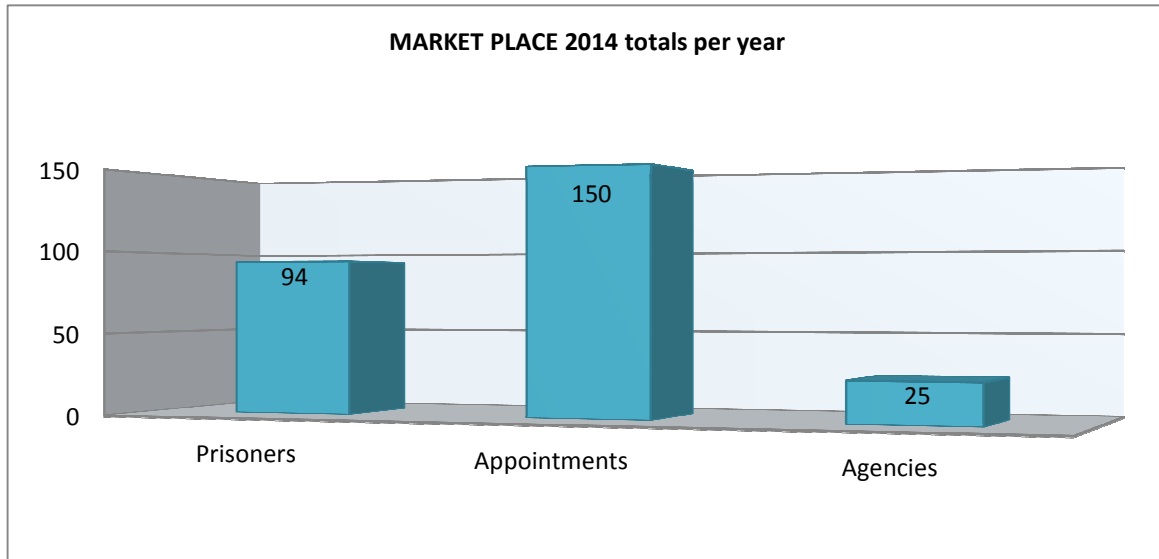
## 6.2. The Market Place

6.2.1. This event is held every two months. The purpose of the Marketplace is to give prisoners access to external "resettlement" agencies as they are nearing the end of their sentence in order to assist them in finding accommodation or employment and/or to give general welfare advice.

6.2.2. An average of 6 external agencies attended each event, including:

- Workwise
- Income Support
- Grace Trust
- The Shelter
- Citizens Advice Bureau
- Community Banking
- Freedom for Life Ministries

6.2.3.



## 7. LEARNING AND SKILLS DEPARTMENT

### 7.1. Staffing

7.1.1. At the end of 2014, the Learning and Skills Department consisted of the following sections, managed by the Head of Learning and Skills:

General Education	Head of Learning and Skills Education Manager 3 qualified teachers 1 librarian/information resource assistant 1 part time teacher for ICT 1 part time teacher for ESOL
Vocational training	1 Vocational Training and Workshop Manager 5 Vocational Instructors covering brickwork, carpentry x2, painting and decorating, industrial cleaning
Horticultural Compound	1 Horticulture Manager

Physical Education Department	3 Horticultural Instructors
	1 PE Manager
	3 PE Officer Instructors

## 7.2. Facilities

7.2.1. The Department works in the following areas within the Prison:

- Carpentry production and training workshops: painting and decorating and brick and blockwork training workshops
- Life skills kitchen
- Female workshop (currently used as a store for carpentry products)
- Female carpentry finishing workshop
- Vulnerable Prisoner Unit workshop
- Horticulture compound with separate classroom and training area
- Education Centre (EC) - a general classroom and an IT classroom
- Library
- Art room
- Association Rooms on each Wing – for basic skills and ESOL Lessons
- Fitness Centre and Sports Hall, including Astroturf area and classroom

## 7.3. Key developments in 2014:

- Two comedy drama workshops were arranged with UK drama group Oddsocks, using community support funding from the Jersey Arts Centre.
- The PE Department ran a Football Association Level 1 course using Jersey Development Officers.
- The PE department ran courses and recreational gym sessions to develop individual personal skills and to raise health awareness. They had over 2000 visits to the department each month.
- Those prisoners who are declared as being unfit for mainstream physical activity were allocated to gym referral sessions where they receive individually prepared programmes that are closely monitored and supported by the gym staff.
- A range of educational courses in sports leadership and coaching were run as options that focus on the development of the softer skills like communication and teamwork.
- A drama group devised their own play, "*Shakespeare's Macbeth, retold for blokes*"; this was performed in front of the Prison Governor and invited guests from the Jersey Arts Centre and the Eisteddfod. Later in the year, as part of the Jersey Eisteddfod, a group from each of J and L Wings performed different pieces that they had also written. Adjudication was provided by the British and International Federation of Festivals. Each group won a gold certificate and a trophy was donated to the Prison by the Eisteddfod for the best group. The competition had a very positive effect on the competitors and they felt a sense of pride in their achievement. Other creative activities over the year have included two music workshops and an accredited creative arts course with AptEd (which is the National awarding examination body).
- New training was offered at the time of sentence planning to help prisoners plan education and work opportunities and to assist them with writing C.V.s and cover letters. The methods taught were coordinated with the advice given by Social

Security and Careers Jersey. The training is designed to help the prisoners become more involved in the sentence planning process and so assist them with finding work upon release.

- The 6<sup>th</sup> annual art exhibition took place at the Harbour Gallery in March: *InsideOut6* was opened by Lieutenant Governor Sir John McColl and Lady McColl, Patron of 'Art in Frame'. The Exhibition was a showcase for prisoner artwork. It also exhibits some of the carpentry and horticultural products generated by prisoners working within the learning and skills department.
- An arts exploration course is offered to a targeted group of prisoners; this has a specific therapeutic element that links in with the work of the psychology department.
- 21 prisoners studied open learning courses at level 2 or above. The number of Open University students studying for degree level modules ranged between 3 and 4 at any one time.
- Several new courses across Learning and Skills have been delivered in 2014 to add variety to the programme. These are all examination board accredited and include: handball, cricket, film studies, cultivating herbs and domestic cooking. The PE department also ran 2 x 9 week courses of the fitness programme 'Insanity', which was completed successfully by 36 prisoners.
- Changes in the City and Guilds examinations have meant that the Prison is now offering a Diploma in Construction alongside discrete qualifications at Level 2 in brickwork, painting and decorating, carpentry with SQA. The 2014 External Verifier reports from City and Guilds, Scottish Qualifications Authority, British Computer Service, Open College Network, British Industrial Cleaning Society and Highlands College have all been very positive.
- In 2014 the horticultural unit started teaching AptEd short courses and the Level 1 Certificate in Practical Horticulture Skills with City and Guilds. The quality of product from the unit is very high, evidenced by the cyclamens and poinsettias grown at the end of 2014.

#### **7.4. Learning opportunities**

7.4.1. A core curriculum was accessible to all prisoners. This consists of a minimum of:

- 1 Functional Skills lesson per week
- 1 ESOL lesson per week
- 1 ICT lesson per week
- Additional ICT lessons linked to ECDL training
- 1 Open Learning tutorial per week for those on programmes
- 1 Art lesson per week
- 1 library session per week, plus one other for those engaged in learning programmes
- 1 library extension session for those on open learning programmes
- A programme, offered in rotation, of Level 1/2 vocational training in painting, carpentry and brickwork; each of these courses is of 6 weeks duration and is full-time
- Industrial Cleaning Training for all prisoners employed as cleaners in the Prison

- 4 recreational, staff supported, Fitness Centre sessions per week and 3 recreational, staff supported Sports Hall sessions per week
- A fitness referral programme linked with Health Care – those placed on this are not able to access main stream PE activities but receive 3 fitness and 1 general sports session
- A programme, offered in rotation, of accredited sports courses in a variety of disciplines, some using Community Sports Development Officers, others linked to gaining industry standard vocational training qualifications

7.4.2. All prisoners are required to complete a basic skills assessment before being allowed to start any educational course. Each vocational training course has some IT, literacy and numeracy embedded within it.

7.4.3. All new prisoners received an education induction interview within the first week of entering the Prison. These interviews link into the sentence planning process. All prisoners embarking on learning and skills programmes had to complete a Target Skills assessment. The outcome of these assessments determines the level of support provided by the department to the individual during the course.

7.4.4. The Youth Service provided bi-monthly sessions to the Young Offenders and the Jersey Careers Service attended one to one sessions, according to need, throughout the year.

7.4.5. The Learning and Skills Department have accreditation with several examination boards, allowing the Prison to administer and invigilate a wide range of public examinations. Accreditation is in place for: Scottish Qualifications Authority (SQA), Central YMCA Qualifications (CYQ), Sports Leaders Awards, Junior Football Leaders Awards (JFL), English Basketball Association Awards (EBA), Open College Network (OCN), the European Computer Driving Licence (ECDL), British Institute of Cleaning Science (BICS), Oxford, Cambridge and RSA Examinations (OCR) and Assessment and Qualifications Alliance (AQA), University of Cambridge ESOL

7.4.6. The Library facility is accessible twice a week to all wings on a fixed timetable; in 2014 there were 2559 visits from prisoners to the library and 3210 books were borrowed.

## **7.5. Learning and Skills taught hours**

7.5.1 Annex A provides a breakdown of the teaching hours for educational and vocational training courses.

## **7.6. Examination Results for 2014**

7.6.1. Annex B shows assessments completed by the Prison population by the end of the year.

## **7.7. Staff development**

- 2 vocational training staff completed the City and Guilds Internal Verifier course (TAQA IQA) taught by Highlands College
- 1 Physical Education Instructor completed the CYQ Level 3 Gym Instructor qualification and a Residential Officer completed CYQ 2

- 1 member of the Vocational Training staff and 1 member of the General Education staff completed Preparing to Teach in the Lifelong Learning Sector (PTLLS) with Highlands College

## **7.8. Work based learning**

7.8.1. The carpentry production workshop employs 10 prisoners who are involved in tasks that utilise the skills they have picked up on the City and Guilds craft courses, with additional opportunities for learning machining skills; the horticulture department offers City and Guilds Level 1 and employs between 17 and 22 prisoners, depending on the season. In addition, the Prison is accredited to teach British Institute of Cleaning Courses, including one that trains prisoners to become trainers.

## **7.9. Employment**

7.9.1. The carpentry workshop produced a range of garden furniture products, sold mainly to other States Departments but also sold by word of mouth to private individuals. The Unit also supported a number of community projects in schools. Larger orders from the Cooperative Society and some schools have enabled some of the finishing work to be located in the H wing and J wing workshops. These products meet the criteria to be sold under Genuine Jersey logo. The production total in 2014 exceeded that of 2012 and 2013.

7.9.2. The production in 2014 from the horticultural unit out-performed the 2012 and 2013 output, despite having a reduced production area due to changes in the fence perimeter caused by the Prison building programme. The product line has been diversified and there is more efficient use of the existing space.

7.9.3. The workshops for J and H wing are overseen by the Workshop Manager and for the first time in 2014 have been run on a daily basis by one of the vocational training team in rotation. This has raised the quality and the skill level required of the prisoner workforce and has diversified the product range. Other employment for the VPU workshop is provided by a scheme in partnership with the Environment Department for the production of bird boxes from recycled pallet boards that are distributed free to the community through the Environment Department.

7.9.4. Additional employment is made available from temporary vacancies created by the full-time vocational training courses in brickwork, painting, carpentry and industrial cleaning. These are active throughout the year, taking some prisoners temporarily out of work and allowing others without work to take their place. The courses run from 6 weeks for a Level 1 course to 12 weeks for a Level 2 course and they are accredited by City and Guilds or the British Institute of Cleaning Science.

7.9.5. The numbers shown in the table 1.1.8 below show the numbers of prisoner jobs available by wing throughout 2014. The monthly average rate in 2014 of employment for all those wishing to work, including a remand prisoner, was between 72% and 84%. For convicted prisoners the monthly average range was between 82% and 94%.



## 7.10. Employment availability

7.10.1. The table below details the work opportunities available in each wing.

Wing	Wing cleaning	Off wing cleaning	Other wing work	Compound work	Recycling workshop	Carpentry workshop	Kitchen	Out on licence	Maximum employment available
H	2	1	3		8				14
J	4	2	7		10				23
K3	4		2						6
K1 + K2	4		3						7
L1 + L2	5	1	5	15-22		10	20		56-63
Vocational training									19
G								6-12	06-12
Total	19	1	20	15-22 (Seasonal)	18	10	20	6-12	115-128

Key to headings for table 7.10.1.

- Wing cleaners – this shows the numbers for the residential areas.
- Off-wing cleaning covers administrative areas and non-wing areas; for example, the main corridor and classrooms
- Other wing based work includes a laundry and servery for each area; in addition J wing has light assembly work and pot washing work available to the wing
- Compound – employment opportunities vary in the horticultural compound from a minimum of 15 in the winter to a maximum of 22 in the summer.
- Recycling – the workshops have a maximum capacity of 12 for J wing and 8 for H wing.
- Carpentry production – maximum 10
- Kitchen – maximum 20 (two teams of 10 working alternate days)
- Out on licence – this will vary according to the sentence mix on the wing
- The Labour Pool represents those out of work. All convicted prisoners are expected to work if it is available. Remand prisoners who are enhanced are expected to work if it is available.
- The employed total is boosted by those on full time vocational training – a maximum of 19.

## 8. STAFF TRAINING AND DEVELOPMENT

### 8.1. Staff Training Hours

2010	2011	2012	2013	2014
3977	4781	9109	5523	4516

8.1.1. With reference to the above hours for 2014, 2160 hours related to induction training for 6 new recruits and the remainder covered:

- Control and Restraint (Basic and Personal protection)
- First Aid
- New Policy Awareness (a range of new or revised corporate policies)
- Supply Jersey Training (new corporate procurement process)
- Vocational Qualifications (PTTLS and workshop teacher training)
- Vocational Qualification in Custodial Care (SVQ)
- Diversity
- Care Team Training
- Core operational skills training
- JIT (Job Evaluation)
- Health and Safety

8.1.2 2 operational managers completed the Modern Manager Programme (MMP) level 3; and 3 operational managers commenced an “upgrade” of their MMP3 qualification to MMP 5. One Senior Unit Manager completed MMP Level 7.

8.1.3. A further 10 Managers were trained to carry out internal audits on performance against standards.

8.1.4. 23 Managers successfully completed LEAN training.

## 9. HEALTHCARE

### 9.1. Complaints

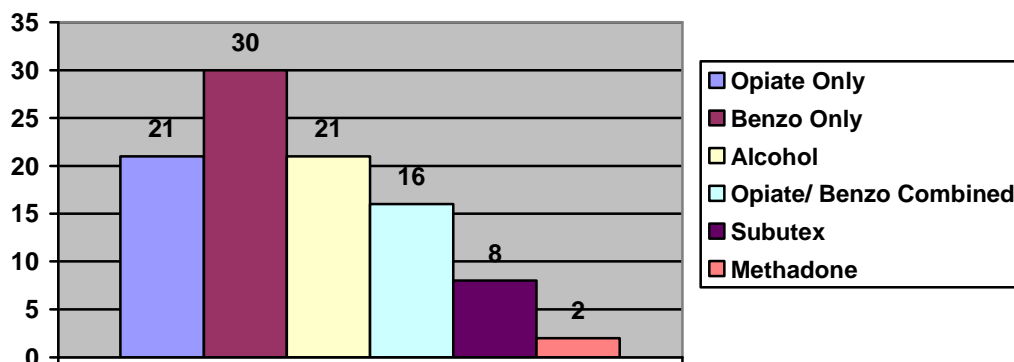
9.1.1. Four formal complaints related to health care were recorded in 2014, none of which were upheld. In each case, the prisoner received a written explanation.

### 9.2. Detox

9.2.1. The number of detoxes for substance abuse is divided into 4 main categories; alcohol, opiates, benzodiazepines and the majority of poly drug abusers require a combination detoxification for both opiates and benzodiazepines.

9.2.2. The breakdown of detoxes in 2014 was as follows:

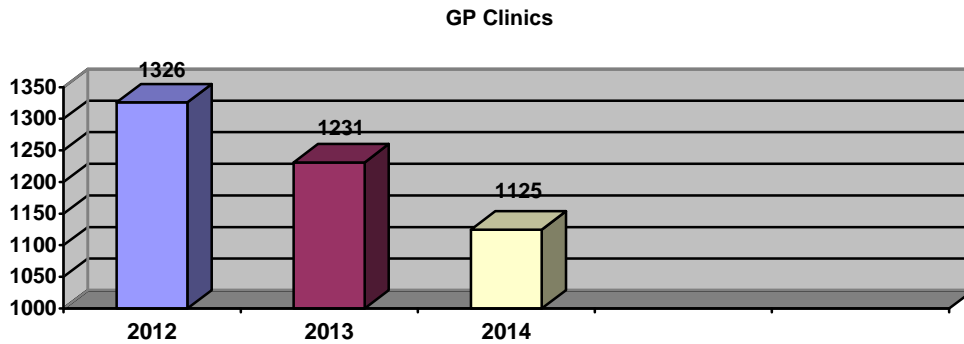
#### ***Alcohol and Drug Detoxification Programmes***



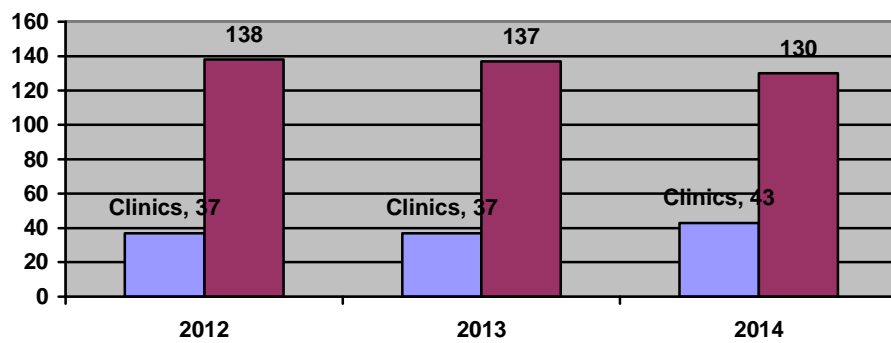
9.2.3 New admissions placed on remand who were in receipt of methadone or Subutex in the community had that maintained until sentenced, after which they were detoxed.

### 9.3. Healthcare Clinics

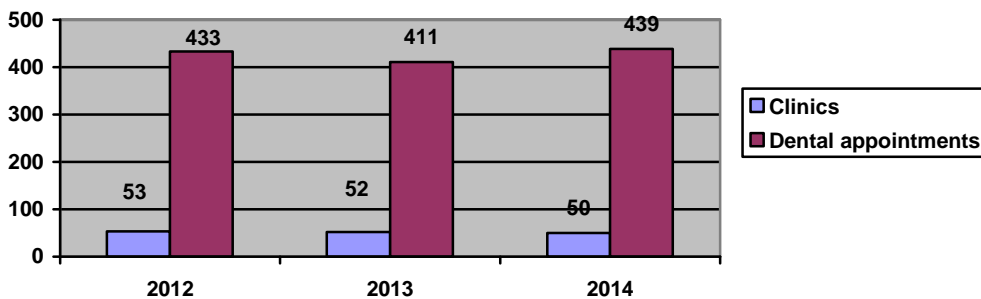
#### 9.3.1. Number of prisoners attending GP.



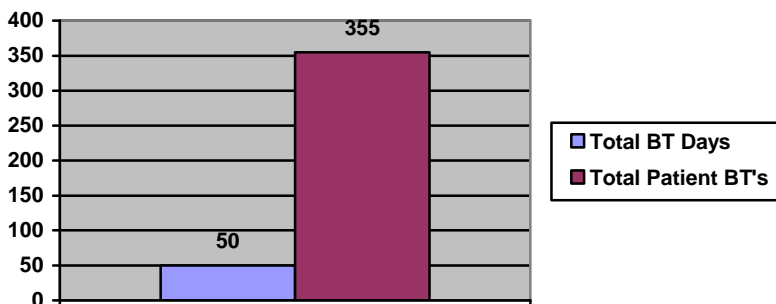
#### 9.3.2. Psychiatric Appointments



#### 9.3.3. Dental Appointments



#### 9.3.4. Phlebotomy Tests



9.3.5. 26 prisoners were tested for Chlamydia.

#### 9.4. Vaccinations

9.4.1. 29 prisoners received 88 Hepatitis B vaccinations (full course of treatment requires 3 vaccinations) and 9 prisoners were treated for Hepatitis C.

9.4.2. 30 prisoners requested and were administered the seasonal flu vaccination.

#### 9.5. Smoke Cessation

56 prisoners started on the 4-week course of free nicotine patches in March 2014. Only 1 confirmed to have completely quit smoking by the end of the year. A further 5 who gave up for a period were subsequently noted to be purchasing tobacco as part of their weekly canteen by the end of the year.

### 10. PROGRAMMES AND INTERVENTIONS

#### 10.1. Psychology and Programmes Overview

10.1.1 Throughout 2014 the two Forensic Psychologists in Training continued to develop their skills towards independent practice through chartership with the British Psychological Society. This process continues under the supervision of the Consultant Forensic Psychologist who, following retirement in August 2014, has been retained by the Prison two days a week.

10.1.2. During 2014 the delivery of accredited offending behaviour group-work programmes continued. 20 programmes were completed as follows:

*Addressing Substance-Related Offending–Secure (ASRO-S) – 6 (non-completers 1)  
Thinking Skills Programme (TSP) – 14 (non-completers 0)*

10.1.3. In addition, the following non-accredited programmes were completed:

*Dynamic Drug Awareness Course - 16 completions  
Alcohol Study Group - 7 completions*

10.1.4. A pleasing first Interventions Integrity Framework audit report was received from the National Offender Management Service (UK) in respect of the Thinking Skills Programme, indicating that the programmes team had performed well during their first year of accredited programmes delivery.

10.1.5. Exploration of the feasibility of introducing the accredited “Building Better Relationships” domestic violence programme (BBR) has continued during 2014 and it is hoped the programme may be adopted Island-wide in the future.

10.1.6. The Psychology team completed assessments on prisoners to identify risk factors and criminogenic needs and delivered interventions to address these issues.

#### 10.2. Psychology Statistics

Release on Temporary Licence Risk Assessment Reports	Sentence Plan Contributions	Induction Interviews	One to one interventions
50	159	148	606

### 10.3. Substance Misuse Team Overview

The Substance Misuse Team suffered considerable disruption when the Counsellor left the Prison to take up a position within Clinical Psychology in August 2014 and the Psychological Assistant who had been delivering substance misuse therapy left the Prison to emigrate in November 2014. The latter produced a short educational Dynamic Drug Awareness programme, for which she received a letter of appreciation from the Prison Governor. This programme is now in use in the Prison.

### 10.4. Substance Misuse Statistics

Release on Temporary Licence Risk Assessment Reports	Sentence Plan Contributions	One to one interventions
31	93	684

### 10.5. Self-help Groups

10.5.1 The Substance Misuse team continues to facilitate visits to the Prison from representatives of Alcoholics Anonymous, who hold meetings on the accommodation wings. The average attendance for the year was 4 prisoners per session in each of the wings.

10.5.2. The team facilitated the drug workshop during crime week with Prison! Me! No way! These took place in March and October.

## 11. SAFER CUSTODY

### 11.1. Violent Incidents

125 reports were submitted to the Safer Custody Officer during the year. 16 of these were Bullying Information Reports, 69 were Prison Information Reports and 40 were report of injury forms. 22 anti-bullying investigations were carried out.

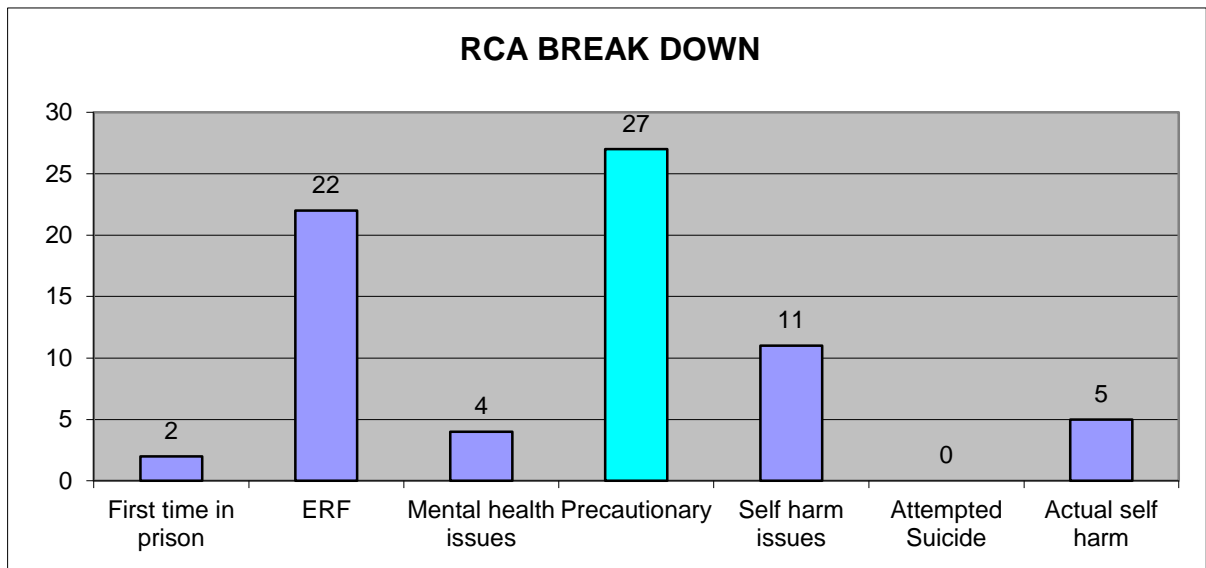
#### 11.1.1. Alleged Assaults

2014	Total	Assaults on Prisoners	Assaults on Staff
TOTALS	21*	9	12
	* 5 were not evidenced		

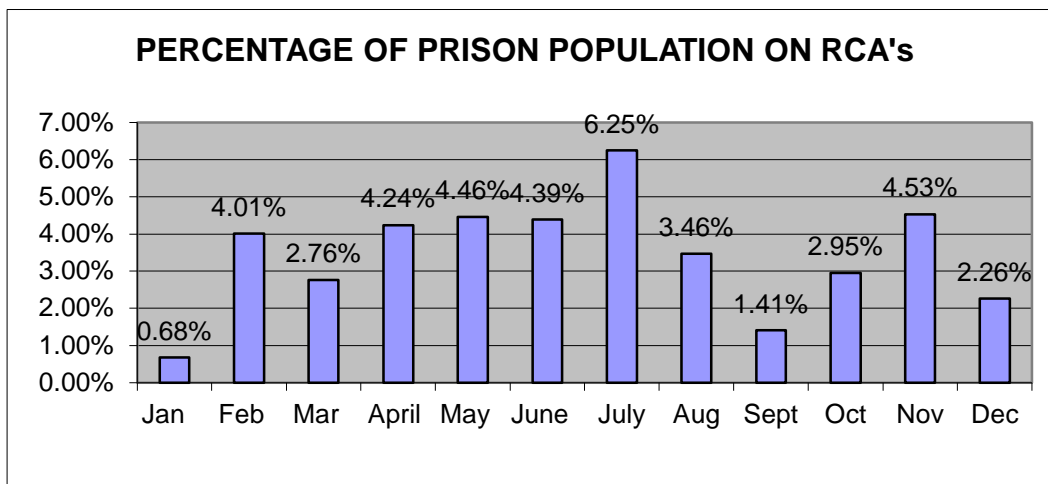
### 11.2. Self-Harm

11.2.1. 69 referrals were made to the Safer Custody Officer related to the risk of self harm.

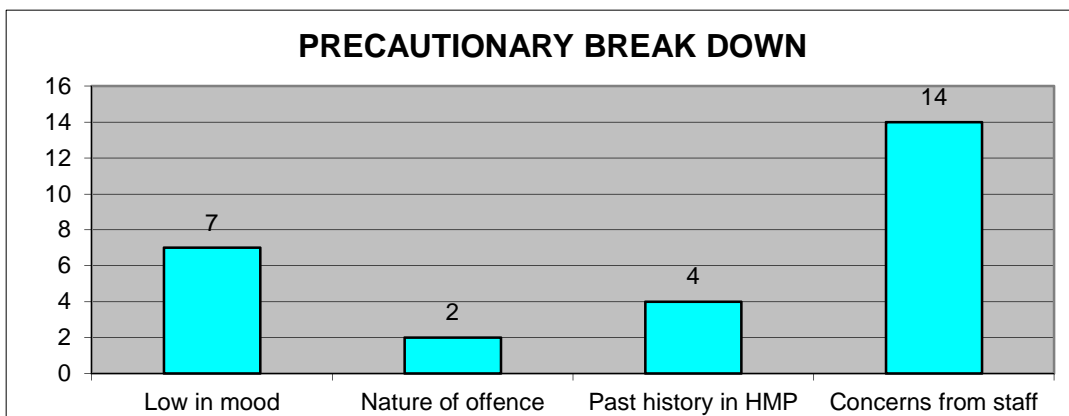
**11.2.2. Risk and Concerns Assessments (RCAs)**



**11.2.3. Breakdown of Observations**



**11.2.3. Precautionary Measures**



## 12. CHAPLAINCY

12.1. The chaplaincy team has an objective to meet with every new admission to the Prison and also with each prisoner before they are liberated. The table below records a very high level of success in this regard and also the frequency of visits to each accommodation wing in the Prison.

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
% of New Receptions visited	100	100	100	100	85	100	100	100	100	88	100	100
% of days when access to Chaplain was made available to those in segregation	100	100	100	100	100	100	100	100	100	100	100	100
% of pre – release visits conducted	100	100	100	100	100	100	83	100	100	100	100	100
G wing Visits	1	3	5	5	5	5	2	4	8	5	1	2
H wing Visits	8	10	9	11	8	8	11	9	10	8	10	10
J wing Visits	15	14	11	11	9	12	12	12	13	15	14	15
K1/2 wing Visits	15	9	14	11	13	11	13	14	11	12	8	10
K3 wing Visits	3	0	0	0	0	0	4	4	0	1	6	0
L wing Visits	11	11	12	11	12	8	10	10	11	11	11	11

**ANNEX A**

OFFENCE AGAINST PRISON RULE 80	Number	Dismissed	Loss of Association	Cellular Confinement	Caution	Loss of privileges	Loss of Earnings	Referral to Police
1 Commits any assault	21	5		8				8
5 Fights with any person	3			3				
6 Intentionally endangers the health or safety of others or by the prisoner's conduct, recklessly endangers such health or safety	7	1	2	2	1		1	
7 intentionally obstructs an officer in the execution of the officer's duty or any person, other than a prisoner, who is at the prison for the purpose of working there, in the performance of that person's work	2			2				
10 Has: (a) in the prisoner's possession, or concealed about the prisoner's body or in any body orifice, any article or substance which the prisoner is not authorized to have	14	3		8	1	2		
(b) in the prisoner's possession, whilst in a particular part of the prison, any article or substance which the prisoner is not authorized to have in that part of the prison	2		2					
13 Takes improperly any article belonging to another person or to the prison	1		1					
15 Destroys or damages any part of the prison or any other property other than the prisoner's own	24	5	2	8	1		3	5
18 Absents himself or herself from any place where the prisoner is required to be or is present at any place where the prisoner is not authorized to be	3				3			
19 Is disrespectful to any officer or any person, other than a prisoner, who is at the prison for the purpose of working there or who is visiting the prison	3		2		1			
20 Uses threatening, abusive or insulting words or behaviour	42	9	18	5	9	1		
21 Intentionally fails to work properly or, being required to work, refuses to do so	9		5		4			
22 Disobeys any lawful order	36	1	13	13	8	1		
23 Disobeys or fails to comply with any rule or direction applying to a prisoner	6	3		1	1	1		
28 Commits any indecent or obscene act	1		1					



### Core education programmes - individual hours taught

	1st quarter	2nd quarter	3rd quarter	4th quarter	Year
ICT	359	330	237	324	1250
ART	837	748	666	728	2979
FUNCTIONAL SKILLS	599	411	34	511	1555
ESOL	110	109	51	44	314
OPEN LEARNING	50	47	82	76	255
PERFORMING ARTS	275	208	159	239	881
ART EXPLORATION	29	35	44	32	140
HEALTHY EATING	49	61	0	0	110
BACK TO WORK	0	0	0	127	127
DOMESTIC COOKERY	0	0	57	14	71
FINANCIAL MANAGEMENT	109	22	6	0	137
<b>TOTAL</b>	<b>2417</b>	<b>1971</b>	<b>1336</b>	<b>2095</b>	<b>7819</b>

### Vocational training programmes- individual hours taught

	1 <sup>st</sup> Quarter	2 <sup>nd</sup> Quarter	3 <sup>rd</sup> Quarter	4 <sup>th</sup> Quarter	Year
BRICKWORK	1026	943	757	146	2872
PAINT/DECORATING	1026	719	352	884	2981
CARPENTRY	1517	220	749	529	3015
PE	1321	1168	571	526	3586
INDUSTRIAL CLEANING	403	377.5	446	275	1501.5
HORTICULTURE	0	379	576	435	1390
<b>TOTAL</b>	<b>5293</b>	<b>3806.5</b>	<b>3451</b>	<b>2795</b>	<b>15345.5</b>

### Other Purposeful Activities - individual hours taught

	1 <sup>st</sup> Quarter	2 <sup>nd</sup> Quarter	3 <sup>rd</sup> Quarter	4 <sup>th</sup> Quarter	Year
LIBRARY	402	656	808	693	2559
RECREATIONAL PE	3652	4297	5065	4621	17635
REFERRAL GYM	579	623	565	523	2290
<b>TOTAL</b>	<b>5503</b>	<b>5576</b>	<b>6438</b>	<b>5837</b>	<b>23354</b>

### Total hours taught and accredited certificates awarded in Learning and Skills

	Hours taught 2011	Certificates awarded 2011	Hours taught 2012	Certificates awarded 2012	Hours taught 2013	Certificates awarded 2013	Hours taught 2014	Certificates awarded 2014
<b>Yearly Total</b>	23469	763	45066	1639	45843	1067	46092.5	1017

**COURSES COMPLETED SUCCESSFULLY – 2014**

<b>General Education</b>	
Prison Education Trust (PET)	28
Open University (OU) Courses funded and completed	4
APT Financial Management	9
APT L1 Healthy Eating	1
APT L2 Healthy Eating	9
APT L3 Healthy Eating	6
APT L1 Developing Improvisation in Performance	6
APT L2 Developing Improvisation in Performance	6
APT L3 Developing Improvisation in Performance	1
Functional skill	11
ECDL	16
Passport to Safety	20
APT L1 Spreadsheet Software	13
APT L1 Software Fundamentals	8
APT L1 Word-processing	13
Preliminary English Test	2
<b>General Education</b>	
Prison Education Trust (PET)	28
Open University (OU) Courses funded and completed	4
APT Financial Management	9

<b>Physical Education</b>	
CYQ Level 1	11
CYQ Level 2	12
APT Level 1	21
APT Level 2	6
<b>City &amp; Guilds Vocational Training Units</b>	
C&G Painting and Decorating	144
C&G Brickwork	129
C&G Carpentry	99
Industrial Cleaning	851

<b>Physical Education</b>	
CYQ Level 1	11
CYQ Level 2	12
APT Level 1	21