



Annual Report

January 2013 - December 2013

HMP/YOI Hollesley Bay

Section 1

1 STATUTORY ROLE OF THE INDEPENDENT MONITORING BOARD (“IMB”)

1.1 The Prison Act 1952 and the Immigration and Asylum Act 1999 require every prison and Immigration Removal Centre to be monitored by an independent Board appointed by the Secretary of State from members of the community in which the prison or centre is situated.

1.2 The Board is specifically charged to:

(1) satisfy itself as to the humane and just treatment of those held in custody within its prison and the range and adequacy of the programmes preparing them for release,

(2) inform promptly the Secretary of State, or any official to whom he has delegated authority as it judges appropriate, any concern it has,

(3) report annually to the Secretary of State on how well the prison has met the standards and requirements placed on it and what impact these have on those in its custody.

1.3 To enable the Board to carry out these duties effectively its members have right of access to every prisoner and every part of the prison and also to the prison’s records.

Section 2

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Section 3

ABOUT HMP/YOI HOLLESLEY BAY

3.1 HMP / YOI Hollesley Bay (“HB”) is a category D open prison for adult and young adult men situated in East Suffolk, a mile from the North Sea, on a remote rural peninsula. The nearest major town is Ipswich, 20 miles away. The rural location of the prison, serviced as it is by poor public transport, can make it a difficult place for prisoners’ families to visit.

3.2 HB’s population has increased in the last twelve months from 421 to an operational capacity of 434 prisoners, made up of life sentenced prisoners, determinate and indeterminate sentenced prisoners and young offenders (“YOs”). There is a very small number of Foreign Nationals. All prisoners, unless excused for medical or age reasons, are employed either in jobs or education within the prison, or outside the prison in community service, training or paid work. The regime’s strong resettlement ethos aims to prepare prisoners for release to lead law-abiding and purposeful lives.

3.3 Prisoners are housed in seven accommodation units spread across this large site. Four of the accommodation units date from the 1960s and 1970s, one is a pre-fabricated structure erected in 2001 and the other two are refurbished accommodation that has come on line in the last two years, with a lot of the refurbishment work having been carried out by prisoners.

3.4 The prison has a large gymnasium and sports field, a chapel, a separate multi-faith centre, several workshops and a library. In accordance with its farming heritage, it has extensive grounds including a large horticultural area, which is currently underutilised.

3.5 On site healthcare is provided by Care UK and various education, learning and skills courses are provided by A4e and HMPS.

Section 4

EXECUTIVE SUMMARY AND QUESTION FOR NOMS

4.1 EXECUTIVE SUMMARY

4.1.1 The IMB at HB is, once again, pleased to report on a well managed establishment that provides a safe, humane and decent environment for prisoners. Despite some challenges for management and staff alike as a result of a new pay and manning structure, the prison continues to be run in a professional and positive way, providing a range of opportunities for learning, training and work, with all prisoners engaging in purposeful activity unless excused for medical or age reasons.

4.1.2 An update on issues raised in the Board's report for 2012:-

- The much improved healthcare provision by Care UK has continued but our concerns regarding the provision of night cover by the healthcare team at the nearby Warren Hill YOI ("WH") remain.
- Prisoners are still arriving at HB with out of date or no Offender Assessment System ("OASys") information, something we have mentioned in several previous Annual Reports. The situation is unfair on prisoners and HB staff alike, not to mention the adverse implications it has for public protection. We would very much like to see feeder prisons for HB address this issue to improve the situation.
- The provision of Chaplaincy services continues to give some cause for concern (see paragraph 6.2).
- The situation regarding Foreign National Prisoners ("FNPs") who are of interest to the United Kingdom Border Agency ("UKBA"), concerning equality of treatment with other prisoners, continues to be an issue, despite last year's Annual Report asking for a response from the Minister (see paragraph (6.3)).

4.1.3 The IMB is paying particular attention to the increase in applications that are sentence related: this year's number is significantly higher than the average for the previous three years (see paragraph 7.2).

4.1.4 The IMB is disappointed that no progress has been possible in making fuller use of the extensive horticultural facilities that exist at HB. A4e stopped providing vocational courses in horticulture and the production of bedding plants and fresh produce for consumption in the jail is far below potential (see paragraph 5.2.4).

4.1.5 On a positive note, HB released 183 prisoners for home leave over the Christmas period and 31 prisoners for the New Year period and, just as in previous years, every one of them returned to the establishment in line with their licence conditions. This demonstrates that prisoners are reasonably content with conditions at the prison, its safe and respectful nature and, perhaps, the excellent opportunities available to them at HB.

4.2 QUESTION FOR NOMS

4.2.1 As noted in paragraph 4.1.2 above, the situation regarding prisoners arriving at HB without any or an up to date OASys report has continued and there is some evidence that the position has worsened over the year. Clearly this is a matter which is beyond the control of staff at HB. We are concerned that the lack of a current sentence plan in these cases jeopardises the aim of reducing re-offending and can lead to unfairness. Furthermore, the absence of an in-date OASys report causes additional work to HB's staff and has the potential to increase risks at the prison. What action is being taken to ensure that the feeder prisons to HB are providing up to date OASys reports on all prisoners before their proposed transfer to HB?

Section 5

REPORTS

5.1 EQUALITY and INCLUSION

5.1.1 The Equality Action Team (“EAT”) meets monthly (except August) to consider all matters relating to equality at HB. It is chaired by a Governor and has representation from all Departments at HB as well as from prisoners; attendance usually exceeds 20 persons. An IMB member monitors a proportion of these meetings and receives documentation for all. A separate prisoner represents each Unit, YOs, older prisoners, disabled prisoners, and GTR (“Gypsy, Traveller, Romany”) prisoners. Papers for consideration at the meeting are prepared by the Equality Officer and his assistant and include data on incidents with an equality concern, ethnic monitoring and complaints statistics. Separate reports are provided by Chaplaincy, the Foreign National Prisoner Coordinator and the Catering Manager.

5.1.2 An interesting feature of the EAT meeting is consideration of an equality report submitted by the equality link officer in each Unit, followed by an opportunity for the relevant Unit prisoner representative to agree/disagree/comment. Agreement is the usual result, occasionally leavened by a comment arising from differing perspectives; but an important by-product of this method is that staff cannot just write an anodyne report and must deal frankly with any equality-related occurrences.

5.1.3 The number of Diversity Information Report Forms (“DIRFs”) submitted has trended lower over the course of 2013, from a peak of 12 in February to a level of only one or two per month in the second half year. The annual total was 31 DIRFs. DIRFs can be and are submitted by prisoners and staff; they are logged as such even if, on inspection, they are judged to be complaints unrelated to diversity or equality. The prison adopts the conservative policy that if the submitter thinks the matter warrants a DIRF, then it is investigated accordingly. Each case is dealt with expeditiously by staff, with the oversight of the Equality Officer and Governors, and the outcome reported to the meeting.

5.1.4 Detailed ethnic monitoring is carried out for the positive (e.g. Release On Temporary Licence (“ROTL”), Incentives and Earned Privileges (“IEP”), Home Detention Curfew, education, external work placements, use of gymnasium) and the negative (e.g. adjudication, return to closed conditions, complaints, use of force) aspects of prison life. A statistical framework, allied to HB’s Black, Minority and Ethnic (“BME”) percentage (39-45% during 2013, averaging 42%) indicates the expected range for monthly occurrences of each aspect. The actual level is then superimposed, giving an immediate impression, by racial category, of any discrepancies. Most aspects fall within the expected range, suggesting appropriate inclusion and lack of discrimination. However, two of the measured aspects are consistently outside, as follows:

5.1.4.1 BME ROTLs actually used are almost always low, apparently because family members choose not to make an expensive trip from (typically) London to escort a BME prisoner on a short town visit. HB can only influence the number of ROTLs granted (rather than those used) and this is always very close to the number BME prisoners apply for.

5.1.4.2 The numbers of returns to closed conditions and proven adjudications were disproportionately high for BME prisoners in 2013. The average BME population across the year was 42%, whilst these negative occurrences for BME prisoners accounted for 54% and 55%, respectively, of the prison’s annual totals. HB’s Governors insist, and the IMB has no reason to doubt, that these sanctions only occur after a proven disciplinary infraction, a

behavioural lapse or a revised risk assessment. However, it is plain that the impact is not equal and that the BME group is worse affected, to a significant extent, than the White British group. The IMB, therefore, questions what are the underlying causes behind this disparity.

5.1.5 FNPs have not exceeded 10 in number through the year, so no FNP Forum has been established. The FNP co-ordinator meets with FNPs individually to ensure their specific needs are met.

5.1.6 The Equality Team of two has recently been reduced from the previous three members. It is too early to say whether this is resulting in adverse consequences for equality at HB and the IMB will monitor this closely.

5.2 EDUCATION, LEARNING and SKILLS

5.2.1 The principal provider of education at HB is A4e, with some additional catering and gym instructor training courses provided by HMP staff.

5.2.2 It has been a year of change for A4e and Education, Learning & Skills. Following on from the delayed introduction of OLASS 4 in November 2012, there have been the changes to the prison staffing regime in April 2013 and now the impending merger with WH. This has led to a decline in the morale of some of the A4e non-workshop staff.

5.2.3 As well as the vocational courses (see 5.2.6), A4e provides courses on such topics as Skills for Life, Additional Learning Support, Literacy & Numeracy, Information & Communication Technology and Social & Life Skills. Prisoners are assessed by a small team, which establishes their needs and their strengths in order to place them into the most suitable education or training.

5.2.4 The IMB is disappointed that it has not been possible to re-commence horticultural training at HB, after A4e ceased to offer such courses under the current OLASS 4 contract. Given the extensive greenhouse and other facilities that already exist and the potential for external work placements in the surrounding agricultural countryside, the lack of vocational training provision in this area represents a lost opportunity. The facilities are used to a modest extent for raising bedding plants and some fresh produce; much more could be done with professional horticultural management but HB has so far been unable to recruit a suitable horticulturalist. The efficient use of these facilities could greatly improve the amount of fresh produce available to the prison kitchen for the benefit of prisoners, as well as to the local community.

5.2.5 During 2013 the number of prisoners undergoing some form of education from A4e was as follows:-

In Learning at 1 st January 2013	83
New students	847
Less still in Learning at 31 st December 2013	(60)
Students leaving Learning during period	870
Of which:-	
Prisoners released	5
Prisoners transferred	3
Dismissed from course	7
Moved to new activity (inc. course transfer)	44
Non achievers	14
Successful completion	797

Successful completion represents 91.6% of all students leaving Learning.

5.2.6 A4e provided over 90 different types of course, split into three main group areas: - Building practical skills (including Bricklaying, Plastering, Painting & Decorating, and Plumbing), IT and Maths & English. Clearly many of the 90 plus courses are of a similar nature (e.g. maths for bricklaying and maths for plastering) and several theoretical courses are embedded within practical skills training.

5.2.7 One new course was introduced during the year on Business Enterprise, which is particularly helpful for those who will become self-employed once they have been released and so it naturally fits in with the vocational courses.

5.2.8 Vocational training resulting in industry-recognised NVQ Certificates is provided by HMP staff for prisoners working in the Training Kitchen. Seven prisoners have successfully obtained their certificates and this should assist them with obtaining suitable employment upon release. It is to be hoped that budgetary constraints do not prevent this type of training from continuing.

5.2.9 The prison's gym instructors provide certificated courses to some prisoners.

5.2.10 There are limited facilities available for prisoners who wish to self-educate. Encouragement is provided to prisoners to take the driving theory test and, if appropriate, the practical test.

5.2.11 Some prisoners use restricted on-line facilities in the Library or through the Virtual Campus to study for external exams, including Open University degrees. Their progress can be somewhat limited due to the opening times of the Library, limited availability of PCs in the Library and other commitments of the Virtual Campus room. Personal laptops are not allowed in HB and this can be frustrating to a prisoner who had such access when he was in a Cat C establishment. A solution to this problem is being sought by the Governor and it is to be hoped that appropriate facilities will be provided in 2014.

5.2.12 HB offers a two week Employability course to prisoners who are coming to the end of their sentence, to help them prepare for work once released. The course covers producing a CV, applying for jobs and attending interviews and seems to be very well received by prisoners.

5.3 HEALTHCARE and MENTAL HEALTH

5.3.1 2013 has been a year of consolidation for Care UK. Staff vacancies have been filled, although slowly, and the level of healthcare provided generates praise from prisoners and prison staff alike.

5.3.2 The concerns we mentioned in our last Annual Report over night time cover being provided by the neighbouring YOI Warren Hill have not really gone away; but, once again, this situation has fortunately not resulted in any serious health incidents

5.3.3 Overall, Care UK are meeting their KPIs and appear to have a good working relationship with the Senior Management Team (“SMT”) at HB. The health care centre is always clean and tidy with a welcoming air about it and the staff open and friendly. Dentistry services are now also provided by Care UK

5.3.4 Waiting times as at December 2013 were :-

<u>Dentistry</u>	5 days for non urgent and 3 days for urgent cases
<u>Physiotherapy</u>	30 days
<u>GP Appointments</u>	3 days for non-urgent, urgent requests accommodated on the first available visit
<u>Optician</u>	14 days

5.3.5 Incorrect deliveries of pharmacy supplies that we reported last year still continue. Although the HB pharmacist checks all medications before issuing, it really is not acceptable that errors of this nature are still arising.

5.3.6 Healthcare forums have been held regularly throughout the year. Generally attendance numbers have been good. Opinions canvassed with prisoners following these forums have shown a high satisfaction with the healthcare currently being provided.

5.3.7 A big step forward this year has been the provision, from the prison budget, of a small number of mobility scooters for disabled prisoners. The quality of life for prisoners with limited mobility has improved tremendously with these aids, given the considerable size of the prison site.

5.3.8 Obtaining bowel testing kits for eligible prisoners mentioned in our previous Annual report has proven to be problematic. This is due to the fact that the health care unit is not a registered GP practice and that the body charged with the circulation of these kits does not have a budget to service people outside a GP practice, i.e. the prison population. The IMB urges that a way be found to circumvent this bureaucratic knot and provide this useful screening service to prisoners.

5.3.9 Finally, mention must be made of the fine examples of critical life saving care administered by prison staff and prisoners in a number of instances during the year. Indeed any health issues whether life threatening or minor have been treated responsibly and quickly by staff.

5.4 PURPOSEFUL ACTIVITY (includes work)

5.4.1 All prisoners at HB are expected to be in work or training, unless excused on medical or age grounds, although prisoners over the age of 65 can work if they so wish. Those prisoners who are working can also attend up to 5 sessions of education per week.

5.4.2 Prisoners who have been on the various building skills courses and prisoners who already have these skills are able to use their expertise within the prison and so help to maintain the fabric of the establishment. Specific projects are also assigned for practical work within vocational training courses.

5.4.3 The prison provides work for well over 300 prisoners, including cleaning, general maintenance, driving and orderly functions. Prisoners and Prisoner Orderlies provide general help in many departments such as Induction, Library, Gym, Kitchen, Education, Resettlement and the Staff Mess. There are also over 100 placements for voluntary and paid work in the community and relations with these external agencies and businesses appear to be very good, demonstrated by their continued commitment to HB even when an individual placement has not been successful.

5.4.4 The Board has no concerns about the effective allocation of purposeful activity within HB.

5.4.5 Some prisoners have obtained full or part time work upon release following participation in the Paid Working Out scheme.

5.5 RESETTLEMENT

5.5.1 HMP/YOI Hollesley Bay is an open prison and the resettlement of prisoners is given an appropriate high profile, as reflected in the various policy documents and management structures and through the regular management meetings which discuss all issues in depth.

5.5.2 The Head of Reducing Re-offending oversees all areas including Resettlement, a key component part. There are monthly Resettlement meetings which all involved parties attend, and the IMB is invited and receives the minutes. There is also a monthly SMT meeting, usually attended by the IMB Chair, which discusses all key issues in depth. Pathways to Resettlement have been well documented through a needs analysis survey and these are discussed at Resettlement meetings and occasional Pathways meetings.

5.5.3 The statistics give a view of the consistency of provision at Hollesley Bay by staff and outside agencies including Nacro, Jobcentre Plus and the National Careers Service.

5.5.4 In 2012 there was 92% achievement of prisoners with suitable or supported accommodation on release; however, throughout 2013 100% has been achieved, a considerable improvement.

5.5.5 End-December 2013 figures from the Re-settlement Department show 127 working out, of which seven are on paid work, 12 are in training and 108 doing voluntary work.

5.5.6 The employment target on release was 45%. The actual figure achieved in 2013 was 46%. The education target was 15%. The actual achievement was 34%.

5.5.7 Completion of OASys Reports dropped slightly to 98.8% in 2013, as opposed to 100% in 2012. Similarly, the 2013 completion figure for parole dossiers for the Parole Board was 98%, against 100% the previous year.

5.5.8 In our last report we referred to final licence paperwork arriving from the Probation Boards the evening before the release date for a prisoner. As an IMB we still receive complaints about late arrival of paperwork and earnestly hope that remedial measures will bear fruit.

5.6 SAFER CUSTODY

5.6.1 Anti-bullying, and suicide & self-harm meetings, are held regularly and an IMB member attends whenever possible. The meetings are thorough and include prisoner unit representatives as well as the Healthcare manager, Governors and security staff. In depth minutes are produced and any issues that arise are followed up and reported to the next meeting.

5.6.2 Vulnerable prisoners at HB receive outstanding care and consideration by staff, and the IMB is always very pleased to note the attention given to prisoners on an Assessment Care in Custody Teamwork (“ACCT”) by unit staff, as well as Healthcare staff.

5.6.3 Members of the IMB attended some ACCT reviews during the year and have always found them to be thorough and sympathetic to the prisoner’s state of mind.

5.6.4 The prison puts great emphasis on its care of any vulnerable prisoners and ensures that all ACCT paperwork is properly kept and up to date; it is pleasing to note that communication about prisoners on open ACCTs around the prison has improved following our remarks in last year’s report.

5.6.5 The number of prisoners subject to an ACCT during the year was very low at just 10.

5.6.6 Anti-bullying strategies are in place and robustly used. Perpetrators are routinely removed from the prison and returned to closed conditions, but again the incidents reported are few. Board members have detected hints, albeit no evidence, that a small proportion of absconds from HB is prompted by bullying or related threats. The Board does not believe that there is a major hidden problem and although undoubtedly some bullying will occur that is undetected or unreported, the prison takes the issue seriously and works hard to counter such events. There is also an effective Listener scheme in place which is well advertised on all units.

5.6.7 There were 12 absconds from the prison during the year.

5.6.8 There were no deaths in custody at HB during the year.

5.7 SEGREGATION, CARE and SEPARATION, CLOSE SUPERVISION

5.7.1 HB does not have a Segregation unit.

5.7.2 The only cells at HB are in the Reception Unit. These are not normally used to hold prisoners overnight but they are used during the day to hold prisoners due for ship-out to closed conditions.

5.7.3 The IMB attended two cases during the year when a prisoner, confined to a cell awaiting transfer and showing aggressive behaviour, was subjected to a Planned Use of Force to achieve transfer to the cellular vehicle. The IMB member concerned certified that this was properly done in line with laid down procedures.

5.8 RESIDENTIAL SERVICES (includes accomodation, food, catering and kitchens)

5.8.1 Towards the end of the year the prison was asked, at short notice, to increase its capacity to cover a Cat D prisoner population spike. The required increase was achieved without undue problems and has resulted in a temporary increase of 13, expected to drop to a permanent increase of 9 in the prison's capacity. Whilst this can be perceived as extracting the maximum use from its resources, it has meant the loss of two meeting rooms, one of which was used for induction training. The prison has been assured that this room will be able to revert at some stage to induction use. Through this emergency arrangement HB has, for the first time in its current accommodation blocks, used rooms holding more than two prisoners. Multi-occupancy has been sympathetically managed by staff co-operating with prisoners to achieve compatibility, to the extent that prisoners sometimes compete for vacancies.

5.8.2 Using the skills of some of the prisoners, secondary double glazing has been fitted to some accommodation units, which will help reduce energy costs.

5.8.3 Despite the impact of inflation on food prices, the expenditure allowance on food for each prisoner was reduced by 2 pence per day in April, to £1.96. During the year hot main courses at lunchtime were withdrawn, with lunch reduced to soup and a filled baguette. The Board has received many verbal complaints about this change and the unappetising baguettes. Objectively, however, the food provided to the prisoners remains wholesome and nutritious. The IMB would be concerned if further reductions in the food budget were to be made in the forthcoming year.

5.8.4 The Kitchen, largely manned by prisoners, continued to provide food for both HB and WH, overcoming various equipment breakdowns throughout the year.

5.8.5 HB's management has been adept at the effective use of prisoners with appropriate skill sets and those undergoing vocational training, to supplement official maintenance efforts around the prison. The IMB is pleased to note that this inculcates a sense of pride amongst the general prison population, derived from the observation that prisoners are involved in improving the living and working conditions for all.

Section 6

OTHER AREAS

6.1 INCENTIVES and EARNED PRIVILEGES

6.1.1 The IMB notes the national changes to the Incentives and Earned Privileges (“IEP”) system, introduced towards the end of the year. It is noted that the senior management at HB put a lot of effort into ensuring that all staff and prisoners were made well aware of the changes.

6.1.2 There is nothing to report as to the effects of the changes on the operation of HB during the last two months of 2013. However it is early days and the IMB will be monitoring the impact of the revised IEP system over future months. The changes may mean that there will be prisoners at HB unable to use fully the rehabilitation benefits of an open prison, such as helping them reintegrate back into the reality of society.

6.1.3 There is a direct connection of the IEP level to a prisoner’s cooperation and progress with a sentence plan and willingness to participate in the smooth running of the prison community. Downgrading can potentially have serious repercussions for individual prisoners and could contribute to unrest amongst the prisoner population. Therefore, it will be essential to ensure that the application of the more punitive aspects of the policy are carried out in a very steady and measured manner.

6.1.3 In a Category D establishment, such as HB, those prisoners on work placements or who are eligible for home leave need to be on the enhanced privilege level. Prisoners can no longer receive parcels from outside, even if sent by a family member. Contact with families is essential for resettlement and reintegration into society and anything that works against this may have a detrimental effect on the prisoner.

6.2 CHAPLAINCY

6.2.1 The Chaplaincy Team at HB arranges Multi faith provision. The co-ordinating Chaplain is an Imam and his time was shared with WH on the nearby site. At the year end there is, in addition, provision for one full-time and one part-time Anglican Chaplain, and a sessional Free Church Chaplain.

6.2.2 The team lost its part time Administrative Assistant in 2013. We are told that the team would like to recruit a part time Roman Catholic Chaplain and we hope that this can be achieved. The full-time Anglican Chaplain has moved to pastures new and has been replaced by the Anglican Chaplain from HMP Blundeston, which has closed. However his time is currently being shared with HMP Wayland, meaning that HB effectively has the services of two part-time Anglican Chaplains.

6.2.3 Other faiths are all covered on a sessional basis as the needs arise. We reported last year our concern regarding the much reduced budget for this cover and will continue to monitor this. It is, however, reported that diverse faith needs are being met, religious festivals celebrated and diets respected. For example, the Pagan Prisoners who celebrated the Winter Solstice in December are said to have appreciated the care and consultation which went into that celebration. The details were put together by the part-time Anglican Chaplain and we must applaud her work.

6.2.4 A regular Bible Study Group, run by the sessional Free Church Chaplain, is well attended by a mixed faith group.

6.2.5 The Sycamore Tree victim awareness course teaching principles of Restorative Justice is still being delivered by Prison Fellowship volunteers, reaching around 100 prisoners in 2013. We hope that budgetary restrictions will not curtail this important programme.

6.2.6 The loss of an Administrative Assistant must have impacted on the work-load of the Chaplaincy team and from the IMB point of view it is hard to track down a Chaplain as the Chaplaincy office is often unattended.

6.3 FOREIGN NATIONALS

6.3.1 Last year we raised our concerns regarding the credibility and consistency with which UKBA treats FNPs nearing release; the IMB regrets that these concerns remain.

6.3.2 HB has continued to receive FNPs cleared by the UKBA for a place in an open prison, but where the UKBA has then objected to any ROTLs on the grounds that the FNP may abscond, as they are likely to be deported on completion of their sentence. It is unfair to allow prisoners a place in an open prison but then deny them the same facilities as the other prisoners who are coming to the end of their sentences.

Section 7

THE WORK OF THE INDEPENDENT MONITORING BOARD

7.1 BOARD STATISTICS

BOARD STATISTICS	
Recommended Complement of Board Members	12
Number of Board members at the start of the reporting period	6
Number of Board members at the end of the reporting period	10
Number of new members joining within the reporting period	7
Number of members leaving within reporting period	3
Total number of Board meetings during reporting period	12
Total number of visits to the Establishment by Board members	367
Total number of segregation reviews held	n/a
Total number of segregation reviews attended	n/a
Date of Annual Team Performance Review	20.01.14

7.2 APPLICATION STATISTICS

Prior to 2012, “Finance/pay” was included with “property” and “Canteen, facilities, catalogue shopping, Argos” was included with “Food/kitchen”.

Code	Subject	2013	2012	2011	2010
A	Accommodation	8	4	1	4
B	Adjudications	1	0	1	3
C	Equality & Diversity (inc. religion)	0	3	1	5
D	Education/employment/training inc. IEP	6	6	12	12
E 1	Family/visits inc. mail & phone	1	0	1	1
E 2	Finance/pay	2	1		
F	Food/kitchen related	2	2	5 inc. H3	7 inc. H3
G	Health related	3	1	5	4
H 1	Property (within current establishment)	0	2	8 inc. E2	7 inc. E2
H 2	Property (during transfer/in another establishment)	7	0		
H 3	Canteen facilities, catalogue shopping, Argos	1	0		
I	Sentence related (inc. HDC, ROTL, parole, release dates, re-cat etc.)	23	11	21	21
J	Staff/prisoner/detainee concerns inc. bullying	0	0	9	9
K	Transfers	7	1	8	6
L	Miscellaneous	2	11	12	22
	Total number of IMB applications	63	42	84	101
	Of total: number of IMB Confidential Access was:	0	0	1	0