



Annual Report

January 2014- December 2014

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 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 Hollesley Bay's population has increased in the last twelve months from 434 to an operational capacity of 437 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 eight 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 three years, with a lot of the refurbishment work having been carried out by prisoners. During 2014, a detached bungalow in the prison grounds was reconfigured in order that three prisoners might be accommodated there on a self-catering basis.

3.4 The prison has a large gymnasium and sports field, a chapel, a separate multi-faith centre, several workshops and a library. Whilst the visitors centre has been undergoing refurbishment, the gymnasium has been used at weekends to provide an area for visits to take place and has thus been unavailable for gym activity. In accordance with its farming heritage, the jail has extensive grounds including a large horticultural area: we have commented in previous years on the underutilisation of this facility but are now pleased to report that, under a HMP instructor, the horticultural greenhouses and buildings are being refurbished and brought into vegetable production.

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 THE MINISTER

4.1 EXECUTIVE SUMMARY

4.1.1 The IMB at Hollesley Bay 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 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 2013 and 2014:-

- 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 HMP Warren Hill remain.
- Waiting times for appointments at the healthcare centre are of concern. It is acknowledged that there is an action plan in place for 2015. (see paragraph 5.3.4)
- Prisoners are still arriving at Hollesley Bay 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 Hollesley Bay staff alike, not to mention the adverse implications it has for public protection.

4.1.3 The IMB welcomes the developments that will potentially lead to the greater use of the extensive horticultural facilities that exist at Hollesley Bay. (see paragraph 5.2.4).

4.1.4 On a positive note, Hollesley Bay released 123 prisoners for home leave over the Christmas period and 19 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 Hollesley Bay.

4.1.5 One of the most important issues is the direct connection of the Incentive and Earned Privileges (IEP) level to a Prisoner's co-operation and progress with a sentence plan and their willingness in assisting the running of the prison community. Therefore, downgrading can potentially have serious repercussions for individual Prisoners and may contribute to unrest amongst the Prisoner population. (see paragraph 6.1.1)

4.2 QUESTION FOR THE MINISTER

In 2013 the IMB were concerned about the lack of up-to-date OASys information for all prisoners transferring to Hollesley Bay. In last year's Report the Board commented:

4.2.1 As noted in paragraph 4.1.2 above, the situation regarding prisoners arriving at Hollesley Bay 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 Hollesley Bay. 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 Hollesley Bay's staff and has the potential to increase risks at the prison.

What action is being taken to ensure that the feeder prisons to Hollesley Bay are providing up to date OASys reports on all prisoners before their proposed transfer to Hollesley Bay?

4.2.2 As noted in paragraph 5.2.8 it is of concern that prisoners often wait for a long time to retrieve their educational certificates when they transfer to Hollesley Bay from other establishments.

This is an ongoing theme that despite the best efforts of staff at the prison remains an issue.

4.2.3 The ease of access to and the use of New Psychoactive Substances (NPS) within the prison presents a challenge to the staff. It would appear that because of the rate with which such designer narcotics are capable of being tweaked, it is not possible to establish a robust system for testing.

What work is being undertaken to attempt to address this situation?

4.2.4 In our last two Reports in 2012 and 2013, it was noted that obtaining bowel cancer testing kits for eligible prisoners had proven to be problematic. Whilst appreciating the challenges that access to such screening might present, it is considered that prisoners are being unfairly denied the use of a simple test that can detect serious conditions such as bowel cancer.

IMB Interventions 2014- Hollesley Bay

Food / Kitchen



Monitoring and responding to concerns about the quality and quantity of food, New Kitchen Equipment, Prisoner diets and mealtimes

Estate Conditions

Reports on the conditions of the prison estate Including: physical repairs required to the premises such as guttering, fascia board, leaks, phone lines and showers.

Sentencing, ROTL and Property

These areas represent over **one third** of the Boards interventions and include clarifying delays, dispelling myths, helping prisoners to understand processes and attempting to locate missing property

31% ROTL

6% Health

95

Intervention

32% Property

17% Food

Training and Education

The majority of education related interventions pertain to prisoners being unable to access **educational certificates**

IMB Role



1. Upholding **decency** and **equality**
2. Promoting access to Support
3. Understanding Policy and practice

Accommodation

Reporting on the allocation of rooms, room condition, temperatures, unit facilities and cleanliness.
Monitoring all remain fit for purpose

HEALTHCARE



- Investigating post operation care
- Speed of access to in-reach appointments and specialist treatment
- **Challenging decision on Bowel Cancer screening**
- Reporting on medication administration

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 Hollesley Bay. It is chaired by a Governor and has representation from all Departments at Hollesley Bay 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, YO's, older prisoners, disabled prisoners, and Gypsy, Traveller, Romany (GTR) 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 annual total of Discrimination Incident Report Forms (DIRFs) submitted was 31 in 2014., 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 EAT meeting.

5.1.4 Detailed ethnic monitoring is carried out using the new equality monitoring tool. The results are discussed upon publication at the monthly EAT meetings. They are monitored 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.

5.1.5 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 visit. Hollesley Bay 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.

5.1.6 The number returned to closed conditions are discussed at the monthly EAT meeting. At this time, prisoners are advised why the prisoners have been returned to closed conditions. Prisoners are given the opportunity to voice an opinion as to whether they feel the prison authorities should or could have allowed them to remain in open conditions. It has been extremely rare where the representatives in attendance considered that prisoners should or could have been allowed to stay. Any statistical discrepancies are identified, discussed in open forum and where necessary, investigated further. This demonstrates openness and inclusivity.

5.1.7 Foreign National Prisoners have not exceeded 10 in number at various points throughout the year. If this was the case an FNP Forum would have been convened. The FNP co-ordinator meets with FNPs individually to ensure their specific needs are met. Contact is recorded on a separate FNP log and individual case notes.

5.2 EDUCATION, LEARNING and SKILLS

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

5.2.2 Some concern was expressed by staff during the year in respect of the withdrawal of A4e from London prisons. The Board has continued to monitor the situation in relation to the potential impact at Hollesley Bay through contact with the 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 and Numeracy, Information and Communication Technology and Social and Life Skills, IT for Business and Business Enterprise. 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 welcomed the appointment of the Horticultural Instructor. Given the extensive greenhouse and other facilities that already exist and the potential for external work placements in the surrounding agricultural countryside, this new initiative has given up to 15 prisoners the opportunity to participate in producing fresh produce consumed by the prison.

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

	<u>2013</u>	<u>2014</u>
In Learning at 1 st January	83	66
New students	847	772
Less still in Learning at 31 st December	(60)	(34)
Students leaving Learning during period	870	804
Of which:		
Prisoners released	5	4
Prisoners transferred	3	8
Dismissed from course	7	6
Moved to new activity (including course transfer	44	8
Non-achievers	14	41
Achieved	797	677
Awaiting Results	26	85

Successful completion represents 86.35% compared to 91.6% of all students leaving Learning in 2013. This related to the change in courses due to funding issues.

5.2.6 A4e provided 29 different types of course which include different levels of the same discipline. They are split into three main group areas:

- Building practical skills (including Bricklaying, Plastering, Painting & Decorating, and Plumbing)
- Information Technology and Mathematics and English.

Clearly many of the courses are of a similar nature. For example: mathematics for bricklaying for plastering) and several theoretical courses are embedded within practical skills training.

It should be noted that the different types of courses was shown as 90 in the 2013 Report. Upon investigation it would appear that this was a typing error.

5.2.7 The new course introduced last year on Business Enterprise 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. Results in 2014 included:

Level 2 Diploma	Professional Cooking	19 passes
Level 3	Restaurant Supervision	6 passes
Level 2	Barista	4 passes
	Food Hygiene	More than 80 passes

These certificates should assist prisoners in obtaining suitable employment upon release. It is to be hoped that the budgetary constraints do not prevent this type of training from continuing. However, it is of concern that prisoners often wait for a long time to retrieve their educational certificates when they transfer to Hollesley Bay from other establishments.

5.2.9 The prison’s gym instructors provide certificated courses to some prisoners. The results in 2014 included:

Level 1	Healthy Living	16 passes
Level 2	Circuit Instructor	11 passes
	Sports Leader Award	30 passes
	Fitness Instructor	16 passes
	First Aid	13 passes

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. We noted last year that their progress can be somewhat inhibited due to the opening times of the Library. Access in this respect has improved over the past year with the Library open all day on Fridays. In addition, in certain cases, special access can be obtained by arrangement with Resettlement. Personal laptops are not allowed in Hollesley Bay and this can be frustrating for a prisoner who had such access when held in a Category C establishment.

5.2.12 Hollesley Bay offers a one 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 Curriculum Vitae (CV), applying for jobs and attending interviews and seems to be very well received by prisoners.

5.2.13 During August 2014, the Education Department was inspected by the Inspectors from the Office for Standards in Education (Ofsted). The IMB applauds the results that showed that the education provided was “**Outstanding**” in the following areas:

- Overall effectiveness
- Management of learning and skills and work
- Quality of teaching, learning and assessment
- Achievement of educational, vocational training and work skills
- Offenders Learning and Skills Service (OLASS)

In relation to the National Careers Service it was graded as “*Good.*”

5.3 HEALTHCARE and MENTAL HEALTH

5.3.1 Care UK offers all of the health services any community needs in one place. These are provided by a single team. The services range from reception health checks, regular GP services, help with substance misuse, chronic or long term conditions, podiatry, physiotherapy to optometry.

5.3.2 The concerns we mentioned in our last Annual Report over night time cover being provided by the neighbouring HMP 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 Hollesley Bay. 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 2014 were :-

	2013 non urgent	2014 non urgent	2013 urgent	2014 urgent	2013	2014
Dentistry	5	20	3	3		
Physiotherapy					30	51
GP Appointments	3	3	First day	First day		
Optician					14	50

It is noted that an action plan has been devised for implementation in 2015 to address the delays. More clinics are to be introduced and the impact will be monitored.

5.3.5 In contrast to the figures shown in the previous paragraph, the “*Did not Attends*” (DNA) for 2014 were recorded as follows:

- The GP Clinic peaked at 13.5% in June 2014 and dropped to 3% by September 2014
- Dental Clinics peaked at 15.5% in June 2014 and dropped to 4.6% in December 2014
- Physiotherapy peaked at 66.7% in April 2014. In June, July and August 2014 there were no missed appointments
- Opticians peaked at 66.7% in April 2014. From June to November 2014 there were no missed appointments

5.3.6 From April 2014 to December 2014 there were 14 complaints submitted to healthcare

5.3.7 Bowel cancer screening for elderly prisoners is still not offered at Hollesley Bay, despite being routinely available to this age group in the community. 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 continues to urge, as it did in its last two Annual Reports, that a way be found to circumvent this bureaucratic knot and provide this potentially life-saving screening service to prisoners.

5.4 PURPOSEFUL ACTIVITY (includes work)

5.4.1 All prisoners at Hollesley Bay 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 can provide work on site for well over 300 prisoners, including cleaning, general maintenance, driving and orderly functions. There are 320 plus jobs available in the establishment. 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 105 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 Hollesley Bay even when an individual placement has not been successful.

5.4.4 Board members were fortunate enough to be able to visit HMP Ford in 2014 where they observed a wide range of purposeful activity. It has been noted that new activities are being introduced at Hollesley Bay. These include horticulture and motor mechanics. It will be of interest to observe other potential developments during 2015.

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 weekly SMT meeting, sometimes 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 In 2014 the Education/Training target on release was 15%, the actual figure achieved was 24.5%; however, this is a decrease on the figure achieved in 2013 of 34%.

5.5.4 In 2014 on release there was a 98.2% achievement of suitable or supported accommodation against a target of 92%.

5.5.5 At the end of December 2014 figures from the Re-settlement Department showed that 105 prisoners were working out. Five are on paid work, and seven are on training. 93 are undertaking voluntary work in, for example, charity shops and Brainy Dogs.

5.5.6 In 2014 employment on release was 57% against a target of 45%, an increase of 11% from 2013. It is noted that the target for both years was 45%. As a consequence the 11% represents the increase in the number of prisoners gaining employment on release.

5.5.7 The numbers working in the community are reduced on the previous year due to the reduced prison population and the new ROTL process which has had an impact on numbers of prisoners suitable for ROTL. In 2014 there were 105 working out and in 2013, 127.

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 swiftly and feedback is given at the next meeting.

5.6.2 Vulnerable prisoners at Hollesley Bay 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. Communication is strong between reception and induction staff and healthcare is notified with those prisoners with ACCT history on arrival.

5.6.5 The number of prisoners subject to an ACCT during the year was very low at just 12.

5.6.6 Anti-bullying strategies are in place and robustly used. Perpetrators are routinely removed from the prison and returned to closed conditions. The Board does not believe that there is a major hidden problem with bullying 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 zero tolerance to bullying.

5.6.7 Assaults and unexplained injuries are very small in number.

5.6.8 There were seven absconds from the prison and five ROTL breaches during the year. Information provided to the IMB Board showed that the majority of absconds were due to debt.

5.6.9 There were no deaths in custody at Hollesley Bay during the year.

5.6.10 There is an effective Listener scheme in place which is well advertised on all units. In 2014 there were 6 listeners. On-going training makes sure that prisoners do not become de-skilled. Training takes place at the local Samaritans Office which Listener prisoners attend on ROTL.

5.6.11 We were notified by a Governor that the Safer Custody external audit completed during 2014 found the prison to be very safe with no recommendations.

5.7 SEGREGATION, CARE and SEPARATION, CLOSE SUPERVISION

5.7.1 Hollesley Bay does not have a Segregation unit.

5.7.2 The only cells at Hollesley Bay 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 return to closed conditions.

5.7.3 In 2014, there were two instances where Planned Use of Force was contemplated. In March 2014, an incident relating to the use of secure accommodation was owing to the prisoner being under the influence of an NPS. The second incident occurred in December 2014 and arose because another prisoner made threats to staff but then became compliant.

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

5.8.1 Using the skills of some of the prisoners, secondary double glazing continues to be fitted to some accommodation units, which will help reduce energy costs.

5.8.2 The expenditure allowance on food for each prisoner was £2.02 which was an increase of 0.6p on 2013. Lunch consists of soup and a filled baguette. The Board continues to receive verbal complaints about the unappetising baguettes and often witnesses the binning of many of the said items on the wings. Objectively, however, the food provided to the prisoners remains wholesome and nutritious.

5.8.3 The Kitchen, largely staffed by prisoners, continued to provide food for both Hollesley Bay and Warren Hill, overcoming various equipment breakdowns throughout the year. On average, meals were provided for 434 prisoners at Hollesley Bay and 120 at WH.

5.8.4 Hollesley Bay'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 monitored the impact of the revised IEP system since it came into place in November 2013. The changes made to the system mean that there will be prisoners at Hollesley Bay unable to fully use the rehabilitation benefits of an open prison. We acknowledge that the Governor has implemented the changes so that Prisoners are aware of the ramifications. The new IEP Policy applies equally to Prisoners in open conditions. Prior to these amendments, Prisoners were able to receive parcels, including books, from their family. We note that the ban on books was overturned in the High Court in December 2014. The Board considers that in many respects the revisions undermines the very foundation and purpose of open prisons.

6.1.2 In a Category D establishment, such as Hollesley Bay, 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. Under the new regulations the Prison Service did not allow prisoners to have books sent in. The IMB was pleased that this was overruled by the High Court.

6.1.3 2014 saw the introduction of changes to the Release on Temporary Licence (ROTL) regulations. There were 21 Applications relating to this in 2014 and it is noted that this was two less than in 2013.

6.1.4 Whilst there is a three month and one day lay down upon arrival at Hollesley Bay, prisoners can be considered for temporary release for a special purpose. This includes , for example, medical or attendance for a person dying or a funeral.

6.1.5 The Board notes that there will be further changes to the ROTL system to be implemented by June 2015 and are aware that these may not be welcomed by the prisoners. This is because of the two tier system that will have to be operated.

6.2 CHAPLAINCY

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

6.2.2 The team lost its part time Administrative Assistant in 2013. The team is in the process of recruiting a part time Roman Catholic Chaplain. 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 Hollesley Bay effectively has the services of two part-time Anglican Chaplains.

6.2.3 Christian Worship is provided with Roaman Catholic Mass and Christian services throughout a weekend and a weekly Bible Study Group, run by the sessional Free Church Chaplain, these are well attended by a mixed faith group.

6.2.4 Muslim prayers are said each Friday in the World Faith Centre and weekly Muslim study class also takes place.

6.2.5 Other faiths are all covered on a sessional basis as the needs arise by application through Chaplaincy

6.2.6 The Sycamore Tree victim awareness course teaching principles of Restorative Justice is still being delivered by Prison Fellowship volunteers. In 2014 five courses were delivered, attended by 100 prisoners.

6.2.7 The loss of an Administrative Assistant is still impacting 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.

6.2.8 Religious festivals are celebrated throughout the year.

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 Hollesley Bay 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.

6.3.3 In 2014, there were 33 Foreign National Prisoners at HMP YOI Hollesley Bay.

Section 7

THE WORK OF THE INDEPENDENT MONITORING BOARD

7.1 BOARD STATISTICS

BOARD STATISTICS	
Recommended Complement of Board Members	13
Number of Board members at the start of the reporting period	10
Number of Board members at the end of the reporting period	7
Number of new members joining within the reporting period	2
Number of members leaving within reporting period	4
Total number of Board meetings during reporting period	12
Total number of visits to the Establishment by Board members	246*
Total number of segregation reviews held	n/a
Total number of segregation reviews attended	n/a
Date of Annual Team Performance Review	15/01/15

* The reduction in visits was due to the loss of four IMB Members during 2014, one member being on long term sick leave and another being on short term sick leave.

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	2014	2013	2012	2011	2010
A	Accommodation	4	8	4	1	4
B	Adjudications	0	1	0	1	3
C	Equality & Diversity (inc. religion)	2	0	3	1	5
D	Education/employment/training inc. IEP	10	6	6	12	12
E 1	Family/visits inc. mail & phone	2	1	0	1	1
E 2	Finance/pay	4	2	1		
F	Food/kitchen related	0	2	2	5 inc. H3	7 inc. H3
G	Health related	5	3	1	5	4
H 1	Property (within current establishment)	1	0	2	8 inc. E2	7 inc. E2
H 2	Property (during transfer/in another establishment)	3	7	0		
H 3	Canteen facilities, catalogue shopping, Argos	0	1	0		
I	Sentence related (inc. HDC, ROTL, parole, release dates, re-cat etc.)	21	23	11	21	21
J	Staff/prisoner/detainee concerns inc. bullying	0	0	0	9	9
K	Transfers	6	7	1	8	6
L	Miscellaneous	0	2	11	12	22
	Total number of IMB applications	58	63	42	84	101
	Of total: number of IMB Confidential Access was:	0	0	0	1	0