



Independent Monitoring Board

HMP Bure

**Annual Report
2014-15**

For the reporting period: 1st August 2014 to

31st July 2015

SECTION 1

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SECTION 2

STATUTORY STATEMENTS

INDEPENDENT MONITORING BOARD

HMP BURE

The Prisons Act 1952 and the Immigration and Asylum Act 1999 require every prison and IRC to be monitored by an Independent Board appointed by the Home Secretary from members of the community in which the prison or centre is situated.

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.

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

INDEPENDENT MONITORING BOARD

HMP BURE

Diversity Statement

The Independent Monitoring Board at HMP Bure is committed to an inclusive approach to diversity which encompasses and promotes greater interaction and understanding between people of differences including but not limited to race, religion, gender, nationality, sexuality, disability, age. We recognize that a fully inclusive approach to diversity must respond to differences that cut across social and cultural categories such as mental health, literacy and substance misuse.

The Board values this approach to diversity within its recruitment and Board Development practices to increase the repertoire of skills and awareness amongst its members of the diverse needs and perspectives of the population within HMP Bure.

All members of the Independent Monitoring Board at HMP Bure will undertake their duties in a manner that is accessible to everyone within the establishment. The Board will monitor to establish that the experiences and interaction between staff, prisoners and visitors is fair and without prejudice. Engaging diversity should enable all individuals to express their values, perspectives and beliefs without disrespecting or discriminating against others and that opportunities are open to all. Where this is not the case, the Board will alert appropriate authorities and individuals including the Governor, Senior Management, Deputy Director of Custody and the Prisons Minister.

SECTION 3

DESCRIPTION OF HMP BURE

HMP Bure is a Category C prison accepting sentenced male sex offenders over the age of 21. The prison opened on the 30th November 2009. The Certified Normal Accommodation is 604 and the Operational Capacity is 643.

The site consists of: -

- Residential Units 1 – 7
- Healthcare Centre
- Segregation Unit
- Multifunction Building including gymnasium, programme delivery, and World Faith Room
- Workshops
- Learning Resources Centre

Accommodation: -

Comprises of mostly single cells, however there are 4 cells in each of five of the residential wings that can be used as doubles, together with a number of cells in Res 7 that have been converted for double occupancy. There is also 1 easy access cell on both Residential Units 5 and 6. All cells on Res 7 are easy access, have integral sanitation and showers and one is wheel chair friendly. Each cell on Residential Units 1-6 has integral sanitation with the use of communal showers.

Reception Criteria: -

Normal reception arrangements apply. HMP Bure accepts adult male sex offenders – sentenced (Category C). Priority is given to East of England offenders, although this cannot be guaranteed.

Regime: -

The regime provides all those in the care of HMP Bure access to the following facilities: -

Education: -

Education is provided through a well-managed external contract with PeoplePlus (formerly A4E).. Within the establishment the education provision reflects an emphasis on Basic Skills (Literacy and Numeracy), Key

Work Skills, Social and Life Skills and IT all within the funding envelope of the SFA.

Workshops and Programmes: -

HMP Bure provides a number of vocational courses in workshops, waste management and horticulture. External contracts with currently five companies are undertaken in three workshops. Accredited offender behaviour programmes are also run and these include programmes specific to the offender population.

Healthcare: -

HMP Bure has a Type 2 Healthcare Centre status, covering 7 days a week between 08:00 and 19:30 Monday to Thursday and 08:00 to 17:30 Friday to Sunday. There is out of hours medical support and the contract is with Virgin Healthcare

Gymnasium and Sports: -

HMP Bure has one gymnasium with programmes being staffed by 6 PE Officers . The gymnasium offers a range of accredited and recreational programmes.

Faith and Religion: -

Regarding Chaplaincy, the following groups have ministers/representation: Anglican, Roman Catholic, Buddhist, Hindu, Jewish, Muslim, Pagan, Jehovah's Witness, Mormon, Free Church and Sikh. There is one large multi-faith room which is located in the Multifunction Building.

SECTION 4

EXECUTIVE SUMMARY

ITEMS REQUIRING RESPONSES

FROM THE SECRETARY OF STATE:-

KITCHEN FLOOR

In our last report we noted an estimated project completion date of 'late 2015'. It now transpires that was optimistic and despite the fact that the temporary kitchen is finally working it seems the project completion will now fall in the third quarter of 2016. The whole area is addressed in more detail under Section 5.5 of this report and the Board wish to inform the Minister of their view of the reasons behind the delay and the continued challenging circumstances facing the HMP Bure project team and staff.

FROM THE DEPUTY DIRECTOR OF CUSTODY:-

RESETTLEMENT OF HIGHER RISK SEX OFFENDERS

This is covered in greater detail under the Reducing Re-offending section of the main report. It is of significant concern to the Board that following the implementation of the Through the Gate initiative in April 2015 the resettlement of higher risk Sex Offenders was either mis-judged or not included in the planning and tender process for CRC's. Several months on from that and HMP Bure is struggling to resettle prisoners who cannot be resettled through the resettlement prison route. They are doing this after resettlement resources were removed from the prison and at the time of writing even the CRC procurement system, meant to alleviate some of the problems, is not working nor have staff been trained in its use. Of particular concern is the fact that significant effort and resource on the part of the prison service has been invested over a number of years in programmes and initiatives to address this particular offending behaviour and inadequate resettlement, particularly as is being seen with no accommodation, risks wasting that investment.

FROM THE GOVERNOR:-

The Board is pleased that the Governor, and in her absence a deputy are always in attendance at our monthly meetings, and address issues raised rapidly and effectively. We therefore have no outstanding issues that need to be raised in this report.

SECTION 5

5.1 DIVERSITY

Issues of Diversity are actioned and monitored through the Equality Action Team (EAT)

All staff are aware of their responsibilities with regard to racial equality, ensuring compliance with all relevant instructions, Orders and Standards. EAT oversees the handling of racist incident report forms, and linked complaints, monitors data, including areas covered by Key Performance Tasks (KPT's), collates and disseminates good practice from both the wider Prison Service and external organisations and finally ensures that staff and offenders are appropriately trained in diversity issues.

A Travellers group has recently been set up and is going well. This group can sometimes be reluctant to reveal their origin and it is to the credit of Prison Staff this has happened. The Transgender group has integrated well, supported by Officers who have arranged presentations to educate both prison staff and offenders on the challenges this group face. Days are dedicated to the history and varying cultures within the Prison community, providing videos and information which allows staff and offenders to gain greater understanding.

The diversity of offenders is well represented on the committee and relaxed free discussion enhances tolerance. The prison currently has 54 foreign nationals from 35 different countries which gives a wide range of cultural and religious beliefs.

5.2 LEARNING AND SKILLS

Education at HMP Bure is provided through an external contact with People Plus (formerly A4E). There are 16 full time and 9 part time tutors and courses provided range from functional skills to level 2.

In previous reports the Board has been critical of achievement in functional skills and it should now be said that following recruitment of specialist tutors achievement has increased in this area and results at the end of the year now achieve target.

Progression beyond Level 2 is now no longer possible under OLASS 4 funding. As mentioned in previous reports this is disappointing and means self-funded learning is required if any progression is to be achieved. This has not deterred offenders and Bure currently has 40 distance learners together with a further 22 in the process of applying; almost 10% of the population.

Courses are tailored to both the achievement of functional skills and employability. Labour market trends are analysed and courses adapted where possible to match those trends. Currently courses include Business Enterprise, Cleaning & Support Services, Cycle Maintenance, Engineering and Electrical Installation together with horticulture and welding qualifications in the pipeline.

The prison library, provided by Norfolk County Council Library Services continues as a significant resource for offenders with some 87% of the population in membership. The facility stocks books in 21 different languages, information and advice, a wide range of CD's and DVD's together with English and foreign language periodicals. Popular value added activities include Reading Groups, Reading Champions, Six Book Challenge, the Great British Library Challenge and Story Book Dads. The staff team are innovative and supportive of a wide range of partnerships across the prison.

5.3 HEALTHCARE AND MENTAL HEALTH

Virgin Healthcare is now into the second year of its contract at HMP Bure. Staffing levels have varied during this period, never quite achieving full complement, but currently close to it. Of continuing concern during the last year has been the heavy reliance on GP locum cover. This had the effect on many occasions of GP availability being only mid-week with no cover on Friday/Monday, leaving a long weekend where on-duty staff have spoken of feeling 'exposed' should an incident occur. It has also led to an increased reliance on nurse practitioners, stretching an already overworked team. However as of September 2015 a new subcontract has been signed by Virgin to supply non locum GP's and the IMB is assured this will provide more robust cover.

Mental Health at HMP Bure no longer has a primary/secondary separation and in the Board's view is demonstrably more effective as a result. During this year a new experienced Mental Health Nurse Lead was appointed and this appears to have ushered in an overall improvement in the service, supported by an effective team including two further mental health nurses employed through an agency. A new permanent Psychiatrist has also recently been appointed across the cluster .

It's still difficult to assess the full impact of the new Health and Social Care Act which came into effect in April. A number of assessments have already been undertaken and the Board will monitor implementation in the coming months.

At the time of writing a new dental subcontract is about to be signed by Virgin. This will replace the existing NHS based contract which until the early part of the year seemed to be providing a good service, again this will be monitored.

Finally, a new out of hours emergency contract has been put in place through the CCG to replace the former one which certainly had some problems with its

delivery. So far this seems to be a definite improvement on the previous arrangements.

Overall, the staff team are well led, dedicated to the care of their charges and demonstrate an open and supportive team spirit.

5.4 REDUCING REOFFENDING

This committee is chaired by the Head of Reducing Reoffending and attended by the following representatives: RAPt, Probation, Programmes, Learning & Skills, Visits Centre, OMU, Mental Health, Education, Activities, Job Centre Plus, Resettlement and NCS.

In April 2015 resettlement services were contracted out to CRC's across the country under the Governments TtG initiative. The aim being that offenders would move during the final months of their sentence to a dedicated resettlement establishment nearer where they lived that would focus on their resettlement needs. Resettlement resources were subsequently removed from non-resettlement prisons.

Explanations vary, but for some reason resources were removed from Bure despite the fact that because of public protection issues and licence conditions a large number of offenders could not be transferred to a resettlement prison near where they lived and had to be resettled from Bure itself. This then had to be attempted with no resource.

The CRC has now allocated an individual to act as resettlement support within the prison, however the Board is led to believe that their role is currently ineffective because the procurement system that underpins local resettlement is failing to work coupled with the fact that no training has been provided to staff on how to use it. This appears to have been a significant oversight and undermines the TtG initiative for sex offender establishments; it is now concerning the Board that despite a previously exemplary record the numbers now released from Bure with no accommodation are increasing.

5.5 RESIDENTIAL SERVICES

The seven residential wings remain in a generally good state of repair, with the exception of ongoing but localised floor problems, which continue to be addressed. Internally they are kept to a very high standard of cleanliness and in good decoration.

During the reporting year a national population 'spike' required a doubling up of accommodation on the upper floor of Residential Unit 7 and more problematically

the conversion of part of the Segregation Unit into double occupancy residential accommodation. The change from a dedicated Seg to part Segregation, part residential was not effective in the view of the Board although staff handled it extremely well as did the resident offenders.

During the year there were regrettably two deaths in custody, both were due to natural causes and occurred outside of HMP Bure. In both cases the Board was involved immediately following the deaths.

It should be acknowledged that the long-running saga of the kitchen floor has progressed during the year, albeit slowly. A temporary kitchen has been built in an extension of the secure area of the prison and at the close of this reporting period was undergoing commissioning. Once up and running work will commence on the repair of the existing floor.

In the view of the Board the work on the temporary kitchen fitting out and handover has been delayed due to a lack of liaison, understanding and implementation by the main contractor and equipment suppliers. As a consequence the work at the end of this reporting year is eight months later than planned and a significant amount of time and energy has been spent by members of both the prison Catering and Security teams in trying to manage this situation. They are to be commended for continuing to produce varied and nutritious food for the population despite the working uncertainties.

5.6 SAFER CUSTODY

The Safer Custody committee meets bi-monthly. The meeting comprises of two areas, Suicide Prevention and Violence Reduction. The board attends as observers

Meetings are well attended and communication between parties is excellent, staff are very helpful and appear to deal with issues such as Incidents of violence/bullying promptly and effectively. Proper use is made of both victim support and perpetrator plans, ACCT documentation is undertaken efficiently by staff and ACCT reviews are understanding and supportive.

The local Samaritans give good support and training to the prison Listeners, and Listener numbers are more than adequate for the population needs.

Incidents of violence/bullying are well managed by staff. Systems are in place and any problems are rapidly identified and dealt with.

5.7 SEGREGATION UNIT

The Segregation Unit [also known as the Care and Separation Unit or colloquially "The Seg'"] is governed and run under the rules contained in Prison Service Order [PSO] 1700.

As with previous reports we refer to the five criteria contained in the IMB paper *A Prison within a Prison*, which are: -

1. Staffing and Security in the Segregation Units
2. Cellular Confinement, special accommodation and mechanical restraint
3. Boards not being informed within 24 hours of admission of a prisoner
4. Whether Boards are able to communicate freely with each prisoner
5. The fair conduct of Reviews

At HMP Bure the situation relating to these five criteria are: -

1. The staff in the CSU are exemplary and the Unit is well managed by professional and dedicated staff who relate appropriately and humanely to the needs of the offenders, with the aim of returning them to their normal location at the earliest possible opportunity. This has been evidenced by successful outcomes to a number of challenging cases during the year.
2. The special accommodation is used very sparingly and during the year covered by this report it was not used, additionally there was no use of mechanical restraint.
3. The Board has always been informed within the timeframe of an offenders move to the CSU and also of the imminent review.
4. The Board has always been able to communicate freely with all offenders held in the CSU, whether there for cellular confinement or awaiting adjudication.
5. The reviews are carried out in accordance with the laid down procedures, with all parties in attendance and all paperwork correctly completed.

During the period covered by this report there have been 805 adjudications of which 319 were adjourned for either the presence of the Reporting Officer or for the

offender to obtain legal advice. The Board is therefore completely satisfied that all offenders on adjudication have every opportunity for a fair hearing; borne out by the very few appeals to outside agencies and the very low number of successful appeals.

SECTION 6

OTHER AREAS OF THE PRISON

6.1 ADJUDICATIONS

The Board has regularly monitored Governors' and Independent Adjudications. We are satisfied that the procedures have been correctly followed and the outcomes have been fair and appropriate

The Adjudicating Governors meet quarterly to review tariffs, the system, and to monitor diversity trends. This is the one committee that the IMB are obliged to be present at and have attended all of the four meetings.

6.2 AUDIT DEPARTMENT

There is currently one member of the uniformed staff working in the Audit Department, which is responsible for the internal audit of each of the departments within the prison. It ensures compliance with all of the necessary regulations governing the prison regime and monitor each department's progress against the **Key Performance Targets [KPT's]**. There are plans to train when time permits a further two staff to assist in this area

6.3 CANTEEN

These meetings are held three-monthly with full offender representation. There have been no recorded problems with turn-around on canteen but there is an ongoing issue with the DHL picking site at HMP Wayland where items due for dispatch to HMP Bure are apparently being damaged and contaminated. This is currently under rigorous investigation by the prison.

6.4 CHAPLAINCY

The chaplaincy team at HMP Bure currently comprises of the following denominations: -

- Anglican Chaplain (full time Managing Chaplain)
- Free Church
- Catholic
- Buddhist
- Hindu

Muslim
Jehovah's Witness
Jewish
Mormon
Pagan
Sikh

For over a year now there has been no official Catholic Priest. It is understood that an appointment may be imminent but effective cover arrangements have been in place.

There are currently twenty one Prison Visitors (OPV's) working under the 'umbrella' of the department, believed to be the largest number in any prison in the country.

6.5 CORRESPONDENCE

The Board is pleased to report they have no concerns over the way the Prison deals with correspondence. There have been a few unconnected complaints from offenders about the opening of Rule 39 mail, which on investigation were mainly due to senders failing to mark envelopes correctly. If envelopes are opened the offender is informed of the reason and records are kept.

6.6 DRUG STRATEGY

Meetings are held every three months and invitations go to Healthcare, Pharmacy, Visits, Dog Section, RAPt and Wing Officers. Attendance at times has been disappointing.

The non-clinical services are managed by RAPt who have had staff changes but continue to provide a robust service despite a shortage of practitioners. It is also disappointing that there is still no representation from Alcoholics Anonymous due in part we understand to the difficulty of getting volunteers to attend the prison.

HMP Bure is not facing the same problems as many prisons with NPS. Isolated incidents involving possession of prescribed medications have occurred and are policed strongly with the Dog Section carrying out regular and comprehensive searches.

The MDT programme continues satisfactorily and there is a comprehensive information campaign in Healthcare and on the Wings about the dangers of mixing drugs.

6.7 EQUALITIES

The Equalities Committee meets every three months and the Board attends as observers. The committee is a forum for transgender offenders and other minority groups. Meetings are well attended, issues freely discussed and answered or looked into promptly. To support the ongoing effectiveness of the forum offender Reps are to have formal training to have better understanding of role, this is awaiting approval.

6.8 GYMNASIUM

The gymnasium staff are extremely enthusiastic about their role in improving the health of the offenders at HMP Bure. During the year action was taken to remedy a long-standing condensation problem that was causing expensive equipment to corrode.

Apart from the regular gymnasium and exercise sessions in a well-equipped environment, they have developed, for those that are overweight and unfit, a 'Walking and Running Club' (a quarter of a mile around the exercise area) plus a 'weight-loss training schedule' which has proved popular. There is a dedicated 'Over 55's Club' where the offenders can take part in a variety of exercises. Provision of exercise for all abilities is a role which is continuing to be developed in other areas for those with disabilities. The "Toe by Toe" programme now known as the Shannon Trust continues to be coordinated by the gymnasium staff with ongoing good results, recently recognised with a national award..

6.9 HEALTH AND SAFETY

The Health and Safety committee meets bi-monthly, and the Board attend as an observer.

The Prison's Health and Safety policy, and Fire policy are up and running and reviewed on a regular basis. However the Board understands that such policies will become regionalised shortly. Audits are constantly reviewed, and any training needs met.

6.10 INCENTIVES AND EARNED PRIVILEGES (IEP)

The IEP Committee meets every three months and the Board attends as observers. There are three categories of IEP status; Basic; Standard and Enhanced. Since the introduction of the new policy on IEP's, which came in to force earlier in the year, after some confusion it has worked smoothly and continues to do so.

The policy change has mainly impacted on those who are unable to engage with their Sentence Plan due to being in denial of all or some aspect of their offence. This raises more fundamental issues about fairness that are being considered separately.

The IEP Committee meetings are well attended and issues freely discussed and answered by staff.

6.12 OFFENDER MANAGEMENT UNIT (OMU)

The aim of the Offender Management Unit is to work closely with key agencies and voluntary and community providers to deliver effective and purposeful sentences to encourage successful reintegration and resettlement into communities, within the Offender Management Model.

The Board notes that OMU has settled considerably during the reporting year, staff are more experienced and the team has a strong focus and identity.

The “Drop in Centre”, a very popular initiative, re-opened towards the end of the reporting year and continues to attract an average of about 150 offender visits per month with key subjects being Parole, Transfer/Resettlement and Programmes..

OMU has also introduced their own intranet site containing large amounts of information on sentence management, public protection and a range of other topics. A useful tool to help explain OMU’s work in the prison.

The use of OASys in sentence planning work is used to target appropriate interventions to change anti-social behaviour and thus reduce the risk of harm and re-offending. Towards the end of the reporting period approximately 177 OASys document reviews were outstanding, or non-existent for the population at Bure, and some 75% of these were the responsibility of external Probation officers. The changes in the Probation Service have certainly impacted on the prison, and an improvement would appear to be some way away. The knock on for prisoners is that they have barriers placed on sentence progression, and for prison staff they are dealing with inadequately risk-assessed prisoners.

The programmes team assess prisoners for programme suitability, facilitate the range of programmes, and complete the specialist assessments linked to the various programmes. This is an excellent and dedicated team that has recently had its share of disruption but consistently delivers results.

6.13 OBSERVATION, CLASSIFICATION & ALLOCATION (OCA)

Categorisation and allocation of prisoners is a critical task. Effectively assigning prisoners to the correct security category and allocating them to an appropriate prison

helps to ensure that they do not escape or abscond or threaten the control of higher than are necessary.

Categorisation, re-categorisation and allocation are also vital to the sentence management of prisoners. The correct categorisation and allocation, balancing security issues and the needs of the prisoner, helps prisoners to use their sentences constructively, to tackle their offending behaviour and to prepare for release.

6.14 OFFENDER COMPLAINTS

The Board is pleased to note that the complaint system has been generally well used. However, some offenders have been reluctant to use the system, preferring to approach the Board in the first instance. Where this has happened the offenders have been instructed to go through the correct procedure as the IMB cannot look into any complaint until the prison have had a chance to deal with any problem, perceived or otherwise.

There does not seem to be any general reluctance by offenders in using the complaints procedure. Both the Board and the prison have seen a leveling off in the numbers of complaints compared to the previous year.

6.15 OFFENDERS' PROPERTY

The Board received 56 applications concerning property during the reporting year against a figure of 41 the previous year. The increase can be partly attributed to the spike in the prison population during the second half of the year and on investigation also appears to be linked to a handful of the prisons that have sent offenders to Bure. The Governor and Deputy have been very supportive in chasing up the more recalcitrant establishments.

6.16 OFFENDER REPRESENTATIVE FORUM

Offender Representative Forums are held eight times a year and are generally well attended. Representatives are well trained and are free to raise issues of concern. Officers respond in a timely manner.

6.17 PUBLIC PROTECTION

The offenders at HMP Bure are in the main subject to **Multi-Agency Public Protection Arrangements [MAPPA]**. Where appropriate offenders mail is monitored as well as screening of telephone conversations. This is to ensure that

inappropriate contact is not made by offenders bearing in mind the nature of their offences.

6.18 SECURITY

The first duty of the Governor and staff is to run a secure establishment and ensure that there are no escapes or absconds by the offenders in their care. The second duty of the Governor and staff is to ensure public protection.

HMP Bure offenders in the main are subject to the MAPPA provisions. The Security Department is responsible for collating, disseminating and reporting on intelligence information received, which should ensure that the prison remains secure at all times, coupled with the ongoing maintenance of public protection. Regular monthly review meetings of representatives of all relevant teams ensure that knowledge gleaned from those sources is filtered through to the appropriate agencies.

The Security Department recognises the additional risks inherent within the population of this particular prison and continues to actively focus intelligence gathering priorities towards public protection, by targeting sex offender networking groups and association between identified individual higher risk offenders. As well as working with the Police Intelligence team, the Security Department contributes significantly to the work of the VISOR project.

Following the admission of offenders from London prisons, the department identified the increased risk of the passing of substances and commodities into the prison and so stepped up preventative measures. However, the level of detected drug and alcohol use has fallen, although some evidence remains of the circulation of illicit images and isolated mobile phone use.

A key area of security risk this year has been the building of the new temporary kitchen, which also involved an extension of the secure area of the prison. Despite difficulties in liaison outlined earlier the exercise passed without major problems although the team were certainly stretched in identifying and containing a series of potential security risks. Staff are to be congratulated on that achievement and on the on-going management of security in the prison and keeping restrictions to a minimum as deliveries traverse the common areas daily.

The monthly committee meetings reflect a very tight and proactive management stance to both existing and potential security risk areas.

6.19 SENIOR MANAGEMENT TEAM

The Senior Management Team comprises: -
Governing Governor

Monitoring fairness and respect for people in custody

Deputy Governor
Head of Corporate Services
Finance BP (Cluster)
Head of Learning and Skills (Cluster)
Head of Offender Management
Head of Reducing Reoffending
Head of Residence and Services
Head of Safer Prisons and Equality
Head of Security and Operations
Health and Safety and Fire Coordinator
Managing Chaplain

6.20 STAFF TRAINING AND HUMAN RESOURCES

During the year we have seen almost constant change in staffing levels, and it is to the credit of the staff that training remains ongoing for all grades and covers all aspects of the work carried out by all staff working within the prison.

6.21 VISITS

Ormiston Trust has operated the Visits Centre since 2011 and is responsible for booking visits, meeting and greeting visitors and running the visitor centre. They currently employ one Manager and 8 part time staff and 6 volunteers. Volunteers are hard to find due to the remoteness of the prison and the nature of the establishment. The Ormiston contract has recently been extended to March 2016.

The prison has supported Ormiston by making alterations in the Visitor Centre providing a small tea bar for families arriving at Bure. There has been tremendous effort by Ormiston and in particular the Manager who ran the London Marathon to raise funds for an outside Play Area.

A play area outside the Visitor Centre will allow young children to play in the open air prior to visiting family members. Due to the isolation of Bure and the long distance families travel it will be much appreciated. Ormiston are awaiting planning permission from North Norfolk District Council who have provided a generous donation.

In the Visits Hall the unreliable vending machines have been removed and refreshment facilities are provided by Britannia Café, a business set up at HMP Norwich, providing a variety of healthy food and hot drinks. Britannia Café has worked closely with prison staff, and visitors to HMP Bure speak highly of the standard provided.

SECTION 7

THE WORK OF THE IMB

The Board consists of a Chair, a Board Development Officer and six other members, two of whom are within their Probationary period.

A Board Meeting is held every month and in addition members visit the prison at least three times a week on a rota basis, with additional visits for a wide variety of committee meetings, on either a monthly; a bi-monthly; or quarterly programme.

7.1 RECRUITMENT & BOARD DEVELOPMENT

The Board is able to report that: -

- In Autumn 2014 the Board recommended to the Secretary of State the appointment of one new member and in Spring 2015 the appointment of a further two members.
- One member left due to tenure.
- The Annual Team Performance Review was conducted in February 2015, resulting in the picture of “a healthy board” with no further changes to be made in working practices.
- Two members attended the National Conference during the year
- Currently there are ten Board members and a further member is awaiting Minister’s approval.

7.2 BOARD STATISTICS 2013/14

Recommended Complement of Board Members	12
Number of Board members at the start of the reporting period	8
Number of Board members at the end of the reporting period	10
Number of new members joining within the reporting period	3
Number of members leaving within reporting period	1
Total number of Board meetings during the reporting period	12
Average number of attendances at Board Meetings during the reporting period	6.6
Number of attendances at meetings other than Board meetings	80
Total number of visits to the prison (including all meetings)	428
Total number of applications received	346
Total number of segregation reviews attended	40

7.3 APPLICATIONS

RECEIVED BY THE IMB ANNUALLY

Code	Subject	2010/11	2011/12	2012/13	2013/14	2014/15
A	Accommodation	13	08	11	29	25
B	Adjudications	04	04	07	07	05
C	Diversity related	03	11	05	00	02
D	Education/employment/ training	12	07	06	08	10
E	Family/visits	19	02	06	07	01
F	Food/kitchen related	12	11	02	06	12
G	Health related	23	21	23	67	41
H	Property	49	47	31	51	56
I	Sentence related	00	00	04	02	05
J	Staff/offender related	00	00	04	12	07
K	Transfers	10	10	06	48	22
L	Miscellaneous	61	57	46	86	79
	Bullying	24	18	12	02	10
	Canteen	15	14	03	02	04
	Correspondence	16	25	17	25	25
	Employment	08	15	23	20	09
	IEP	31	17	13	20	13
	Housing	12	10	01	00	00
	Immigration	01	03	00	00	00
	Legal	09	04	01	00	00
	Offender Money	18	05	07	24	20
	Other prisons	01	00	00	00	00
	Programmes	16	02	05	08	00
	Recategorisation	01	02	00	02	00
	Regime	10	03	03	01	00
	Smoking	00	00	00	00	00
	Telephones	12	04	00	02	00
	Total number of applications	380	300	236	429	346

RECEIVED BY THE IMB MONTHLY FOR 2014/15

Month	No. of Applications
August	14
September	34
October	29
November	34
December	49
January	20
February	23
March	24
April	29
May	33
June	35
July	22
Total	346

[An average of 29 applications per month]