



Mr Guy Baly
Chair, Independent Monitoring Board
HMP & YOI Hollesley Bay
Woodbridge, Suffolk
IP12 2JW

16 July 2017

Dear Guy,

**HMP & YOI HOLLESLEY BAY: INDEPENDENT MONITORING BOARD ANNUAL REPORT
FOR 1 JANUARY 2016 – 31 DECEMBER 2016**

Thank you for your Board's report for the year ending 31 December 2016. I am very grateful to you and your colleagues for all the hard work that has been put into capturing your helpful observations, especially as the Board experienced such a disrupted year. It is to the Board's credit that it managed to maintain effective monitoring during this difficult time. I am sorry for the delay in you receiving a response.

It was encouraging to receive your positive comments that there are excellent communications and prisoner staff relationships; these clearly lie at the heart of the rehabilitation culture and reform environment and it is heartening to read that such standards are embedded at HMP & YOI Hollesley Bay.

I was also pleased to read the Board's assessment that HMP & YOI Hollesley Bay is a well-managed prison, and that the Governor and his senior staff have been responsive and helpful to your concerns. The Board also acknowledge that prisoners have every opportunity to learn skills that will be useful to them on release.

I note that the Board welcomes the initiative to empower governors by giving them greater freedom to deliver change within their prisons. To be able to deliver real change governors must be able to make things happen, which mean they must have the authority to make decisions about the staff and skills required, the way the prison is run, the services prisoners need and how they are delivered, and how they spend their budget. That is why we are giving governors greater control over a wide span of areas including greater freedom to decide how they spend their budget, design their regime and set their staffing levels.

Prison orders, instructions and key outcomes from service specifications are being deregulated and being replaced with policy frameworks which will set out the minimum mandatory requirements to ensure a safe, decent and lawful system which will apply to the entire prison estate. The Ministry of Justice (MoJ) recognises the important role that release on temporary licence (ROTL) will play in improving resettlement and is therefore committed to publishing a new ROTL policy that allows governors more discretion in tailoring their ROTL regime to meet local needs. As part of the work to develop this, MoJ will consult with key stakeholders to ensure there is an informed approach.

Furthermore, it is vital that contracts for goods and services such as catering deliver what governors need to be able to run a decent regime. As contracts expire and are retendered, feedback will be sought from governors and teams about their requirements and, wherever possible, built into the contract specifications.

HMPPS comments in response to other issues raised in your report are set out in the attached annex.

I would like to take this opportunity to acknowledge and thank the two IMB members from HMP Highpoint for their contribution to the work of the Board during a time of need. The Justice Secretary and I appreciate the valuable role played by members of Independent Monitoring Boards throughout the estate and we are very grateful for your continued hard work on behalf of HMP & YOI Hollesley Bay.

Yours sincerely

A handwritten signature in blue ink, appearing to be 'S. Gyimah', written over the typed name 'SAM GYIMAH MP'.

SAM GYIMAH MP

HMP & YOI HOLLESLEY BAY: INDEPENDENT MONITORING BOARD ANNUAL REPORT FOR 1 JANUARY 2016 – 31 DECEMBER 2016

HMPPS comments on matters raised in the report

Video Link Conferencing

Due to the logistics of the transfer process, it is unfortunate that it takes some time before a prisoner who has temporarily moved to another prison to utilise video link facilities can be returned to HMP & YOI Hollesley Bay. A capital bid for funding a video link facility has been submitted for the last two financial years, but has not been approved due to financial constraints within HMPPS. Bids will continue to be submitted and different avenues of funding will be explored.

A programme of prison reconfiguration work is taking place and as a part of this new video conferencing centres are being created to better meet the increasing demand on the use of video links. These centres will be equipped with new equipment and existing video units will be removed and reallocated. Reconfigured establishments will have their video needs assessed and addressed as the programme progresses. Although HMP & YOI Hollesley Bay is not part of the current programme, as the video conferencing centres and prison closures progress there may be opportunities (subject to local funding and need) to relocate existing equipment that is removed to establishments outside of the prison reconfiguration programme.

Maintenance Work

There are robust contractual and performance management systems in place to ensure that reactive maintenance tasks are given the correct priority and delivery is measured against these. If reactive maintenance is not delivered to the service level agreed in the contract this could result in key performance indicator failure and the appropriate action would be taken. Where the site team are issuing the wrong priority code then a defect notice should be issued and a resolution plan put in place. If anyone at the establishment has concerns that the contractor is allocating incorrect priorities to a job then this should be escalated to the HMPPS Service Delivery Manager.

The Board's concerns about the under-utilisation of prisoners in maintenance work is also shared by the Governor. Carillion is working closely with all establishments and has produced a 'rehabilitation and employment route map' for prisoners that outlines a pathway leading to a level 2 certification recognised by employers. Painting programmes are also currently being agreed with governors to fully utilise prisoners where available.

Carillion has appointed a new manager to increase the utilisation of prisoners across the work they do and other opportunities to support HMPPS rehabilitation aims. This manager is part of the HMPPS Rehabilitative Culture Working Group and will arrange to meet with the Governor of HMP & YOI Hollesley Bay to discuss his ideas and requirements.

Covert Surveillance

In collaboration with Suffolk Constabulary, the prison will continue to carry out stop and search operations. Only occasionally is a prisoner found in possession of contraband as a result of the searches. Staff have been trained to record the registration number of suspicious vehicles and the on-site police intelligence officer has access to a national automatic number plate recognition (ANPR) system, which has brought about much success. In partnership with Suffolk Constabulary, finances have been made available to install two ANPR cameras, one at each end of the site. ANPR cameras will not only act as a

deterrent, but when a drop off is carried out, it will supply evidence of a vehicle's presence in the area, which may ultimately lead to the prosecution of the perpetrator. The cameras are expected to be installed before the end of the calendar year.

Greenhouse Facilities

The large greenhouses at the prison are a legacy from the days when the establishment managed an 1800 acre farm. The farming environment has now moved onto a small scale horticulture venture and this historic facility is now underused. However, as you may already be aware, the facility is being used to deliver national vocational qualifications in horticulture. The greenhouses are not being used to produce food on a large scale for the prison's kitchen as the modern catering facilities are designed to cook and prepare frozen and ready diced supplies. However, many seasonal salad crops are grown and these are consumed by the prisoners as a welcome addition to their diet. Excess supplies are used by a local primary school and other local charitable bodies. Whilst the Governor appreciates the Board's offer of their experience in this field, the offer cannot be accepted as such a role does not fall under the IMB's statutory remit.