



Ministry
of Justice

Alex Chalk MP
Parliamentary Under-Secretary
of State for Justice

██████████
Chair, Independent Monitoring Board
HMP/YOI Hollesley Bay
Woodbridge, Suffolk
IP12 2JW

MoJ Ref: SUB 87793

3 June 2021

Dear ████████,

**HMP/YOI HOLLESLEY BAY: INDEPENDENT MONITORING BOARD ANNUAL REPORT
FOR 1 JANUARY 2020 – 31 DECEMBER 2020**

Thank you for your Board's report for the year ending 31 December 2020. I am grateful to you and your colleagues for your hard work in capturing these helpful observations, especially as you were short of Board members during the reporting year. I was saddened to hear that five members of staff died during the reporting year, two of which were directly linked to Covid-19. I appreciate the hard work and professionalism of everyone at the prison whilst having to come to terms with the loss of colleagues and friends.

It is encouraging to note that the Board supports the increased efforts being put into securing training and employment opportunities. We agree that a systematic approach to capture individual prisoner development is beneficial. Such systems have been available across the estate for a long period of time but have tended to be local initiatives. A new Digital Personal Learning Plan (PLP) has been launched that will allow learners and staff to track their learning journey through their custodial sentence and out through the gate. This will provide a consistent national plan for capturing and reviewing prisoner development and progress.

HMP/YOI Hollesley Bay was the first prison to produce a PLP in the agreed national format in February 2021. The Senior Contract Manager is working with both the Prison Education Framework and Information and Guidance providers to ensure that once digital PLPs are created they are kept 'live' through continuous review and collaboration between all partners. Progress in this area has, however, been temporarily impacted by Covid-19 restrictions.

Improving prison education is our key focus and we have committed to create a Prisoner Education Service (PES) focused on work-based training and skills. The aim of the PES is to increase the number of prisoners who get and keep jobs. The ability to improve a prisoners' functional, vocational and life-skills is key to supporting wider rehabilitation and reducing reoffending on release. We want prisoners to benefit from an inclusive Service which combines the best of further and higher education with bespoke careers guidance, meaningful work opportunities and specialist support for individuals with additional needs.

We are working to develop this new service building on reforms made since the Coates review in 2016 and the Education and Employment Strategy (published in 2018) which included devolving education budgets to local governors from April 2019. Following the changes introduced in April 2019, prison

Governors are already free to design a framework of incentives that encourage attendance and progression into education.

Despite the concerns raised it was encouraging to receive your comments that the Governor has led staff in a professional manner and that the Covid-19 pandemic was effectively dealt with at the prison. I was pleased to hear about the improvements that have been made throughout the Board's reporting period, including greater emphasis on the equality agenda and increased capital investment in the buildings which has improved the overall appearance of the site. The improved communications between staff, prisoners and the local community are also most welcome, and it is pleasing to note that the prison's values and priorities are clearly displayed at the main gate and throughout the prison.

HM Prison and Probation Service (HMPPS) comments in response to other issues raised in your report are set out in the attached annex.

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 black ink, appearing to read 'Alex Chalk'.

ALEX CHALK MP

HMP/YOI HOLLESLEY BAY: INDEPENDENT MONITORING BOARD ANNUAL REPORT FOR 1 JANUARY 2020 – 31 DECEMBER 2020

HMPPS comments on matters raised in the report

Maintenance

The physical condition of the estate at HMP/YOI Hollesley Bay has been subject to an assessment which included all mechanical and electrical assets. This survey was undertaken as part of the Estate wide asset capture programme that took place in 2020. A condition survey that will further assess critical mechanical and electrical assets, along with making an informed condition assessment of the building fabric, is planned to take place between May and July 2021. Results from the 2020 survey and those from the assessment planned for 2021 will be collated and fed into forward maintenance plans and funding requests according to the risk presented.

Since Minister Frazer's response to the Board of 14 October 2020 a number of improvements have been made at the site, including the completion of the fire improvements scheme. This project has improved the building's fire safety measures and assets installed include, modern fire detection systems, new fire doors and emergency lighting improvements in some buildings. The site has also been subject to the construction of a temporary kitchen facility that when complete will see the current dilapidated kitchen taken offline.

Mechanical infrastructure improvements are currently being concluded to one of the larger boiler house facilities at the site with replacement boilers and pipework included in the scope of works. In addition to this, fuel installations servicing the gymnasium are currently being replaced. Further to the more significant works mentioned above, localised flooring repairs and lighting upgrades have taken place to improve internal conditions.

Works being planned and considered for 2021 include the demolition of some expired temporary accommodation and the mobilisation of the temporary kitchen. This will leave the existing facility free to be refurbished/replaced in future years, however, this will be subject to funding from the HMPPS capital investment programme.

Education and Training Opportunities

Further to Minister Frazer's response to the Board last year, a number of courses are planned to be delivered using the Dynamic Purchasing System which allows the Governor to commission provision that reflects any changes in the regional job market. These courses include Barbering, a roofing course and Railway Maintenance. Covid-19 restrictions limited the prisons ability to expand its external work placements, but this is now returning to pre-pandemic levels and there are a number of employers wishing to engage with the prison. HMP/YOI Hollesley Bay is also linking in with New Futures Network to provide employment opportunities for prisoners whilst in custody and upon release.