



Annual Report

of

THE INDEPENDENT MONITORING BOARD

of

HMP & YOI HOLLESLEY BAY

for 1 January – 31 December 2003

Statement of Purpose:

“In all its activities the Board will uphold the principles of fairness and humanity in the treatment of prisoners while giving full weight to the maintenance of discipline and the interests and concerns of staff”

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1 INTRODUCTION

In this reporting year, 1 January – 31 December 2003, HMP/YOI Hollesley Bay has experienced something of a renaissance. The prison and the 1500 acre estate have a long and varied history, from an agricultural college in 1887 through Borstal, then Detention Centre and in 1982, with Warren Hill, the two prisons became one Young Offender Institution. In the spring of 2002 Hollesley Bay once again officially became a separate prison, for Category D males.

The operational capacity is 329 prisoners, of whom 40 can be Young Offenders who are accommodated in specially allocated rooms in the adult units. Lifers are a significant part of the roll, 40 being the maximum number allowed at any one time.

Hollesley Bay is a ‘working’ prison and it is a firm presumption that suitable jobs will be found for all men, though education is a priority for those needing remedial teaching, and unless men are elderly or unwell they are expected to participate in the job allotted to them.

Increasingly, men who are approaching the end of their sentence find jobs outside the prison and therefore need to take responsibility for all that that entails.

Hollesley Bay is an isolated and beautiful estate - indeed it is in an Area of Outstanding Natural Beauty - but for families and friends who wish to visit prisoners it can be a daunting and expensive journey.

2 SUMMARY OF 2003

The year started with a new Governor, a new Head of Residence and a virtually new Independent Monitoring Board. The prisoner population was 188, well below the operational capacity, and a black cloud hung over the future of the farming estate. However, since the ministerial decision in February to sell off most of Hollesley Bay farm, including the stud and dairy, at least the doubt has lifted, even though the disappointment and concern has not.

In April a new Area Manager was appointed and one of his first impressions of the place was bewilderment at the many anomalies in the organisation of the split from Warren Hill prison. These anomalies are most evident in the “shared services”, ie catering, PE, security, segregation, healthcare, administration and works, which leaves Hollesley Bay very much the worse off of the two establishments. A year on and still some worrying anomalies remain but the determination is there to come to a fair conclusion in those departments where services are shared. The opening of the old ‘Special House’ as a Reception department with two secure cells further confirmed our practical progress towards independence of Warren Hill.

By May the population reached the magic 300 mark for the first time in decades, a milestone that brought with it problems of some unsuitable Category D prisoners (due to national prison population pressure) and a shortage of workplaces for them.

By the summer the intended dates for closing down parts of the farm were announced. We saw the media circus of the departure of FF8282 Archer, absconds were up, so were drugs and alcohol, and services shared with Warren Hill continued to pose problems, particularly with catering and PSIMON (Prison Service Information for Managers On Line).

However, autumn brought with it some glory with exciting new Resettlement plans, and good inspection reports from Standards Audit Unit and MQPL (Measuring the Quality of Prison Life).

In December there was the first inspection of Hollesley Bay for seven years by Her Majesty’s Inspectorate of Prisons, which fiercely tested the stamina, self-confidence and pride of most of the staff and indeed many prisoners, who are by no means inured to these high-profile visits. The outcome is still awaited.

But the year, in retrospect, was one of much change, some intangible, showing a transformation of a most positive kind with a staff who show respect, and a leader with incredible energy and enthusiasm to drive Hollesley Bay, in all its diversity, to a cohesive and constructive future.

Matters for the attention of:

The Minister for Prisons

- New policies are announced and introduced by headquarters before any thorough consultation viz REX, Review of Works Department (RoWD), PSIMON, resulting in confusion and muddle.

The Area Manager

Concern about shared services with Warren Hill, in particular:

- The urgent need at Hollesley Bay for a new kitchen and central servery
- The Works department is unclear in its vision and fears for the practicability of centralising works in the Area
- Loss of PE instructors to Warren Hill and closure of PE sessions at Hollesley Bay.

The Secretariat

- There is a need for cross-fertilization of ideas and best practices between IMBs of prisons of similar categories eg Category D
- Lack of support and respect for Board members who have difficulties or problems.

The Governor

- On account of the fact that we have continuously open and honest discussions with the Governor there are no matters to which we need draw his attention.

3 RESIDENTIAL

Residential Units

There are five residential units, containing mostly single rooms, situated at some distance from each other. Two have in-cell electricity for televisions. One unit, Bosmere, is a pair of portacabin-type quick-build units erected in haste in 2002 in which 80 enhanced status prisoners live, the great majority of whom leave the prison each day to do paid work or community service. Of the other units one, Hoxon, is partly for new arrivals until they are dispersed after induction.

Most staff clearly relate well with the prisoners, a frequent complaint being, however, that they could do more to help the men if there weren't so much statistical paperwork to be done.

Population

There was a rise in population during the year from 189 in January to 299 in December (see appendix page 27). Similarly there has been a rise in the number of minority ethnic prisoners from 19% in January to 30% in December (37-90 men). This rise was gradual throughout the year.

Noticeable rises have also occurred in foreign nationals (from 18 in January to over 60 in December) and in deportees (between 40 and 50). These foreign nationals and deportees have problems of their own, eg special or ethnic diets, difficulty with English, and lack of funding for outside FE courses. Some aspects of the resettlement programmes are unsuitable as they are designed for people who will be seeking accommodation and work in this country.

Young Offenders

They are accommodated on each of the units in rooms specifically set aside for them. The IMB does not make any distinction with them as they are treated the same as adults, and applications and complaints are usually no different in content or need (see appendix 24). Priority is of course, given to them in the allocation of PE and education.

Lifers

The Lifer Development Unit continues with its excellent work in preparing the prisoners for parole/release and challenging them when necessary as to their performance and behaviour. At present the department can cater for forty lifers but the average is 34. Of these 20-22 are working out very successfully, and we appreciate the co-operation and trust that local employers place both in the lifers and the staff who liaise.

In 2003 there were three lifer absconders (all now back in custody); six, for disciplinary reasons, were transferred to closed conditions, and 13 were discharged.

The 'Stafford' judgement by the European Court has created a significant increase in work caused by the timing of reviews and by confusing information from the Parole Board and Prison Service HQ.

It is obvious that some lifers arriving at Hollesley Bay are not adequately prepared for Open conditions, eg they have un-realistic expectations. The population pressure in the Prison Service generally may have something to do with that, as indeed it must have with most badly categorized prisoners, and this is something about which the Board is increasingly concerned.

Psychology

Following the separation from Warren Hill the service now specifically targets the needs of the Hollesley Bay population. Key areas of work include Drug Strategy, Safer Custody and Lifers' assessments and needs in relation to resettlement. In the near future provision of suicide awareness training will start.

Anti-Bullying

This prison has a strongly stated anti-bullying policy, which is prominently displayed in all public areas and on each unit. It is taken seriously as part of the 'safe prison' strategy and backed by the prison's Senior Management team. An anti-bullying committee meets every 4-6 weeks and from 2004 attendance by unit staff will be mandatory.

An anti-bullying survey was conducted in spring 2003 which yielded the information that bullying was not a problem. However, as the population has risen so the possibility for bullying will also have risen yet no incident has been recorded in the year. It is unlikely that this is an accurate indication of a lack of bullying but more likely that it represents the lack of take up in reporting bullying incidents.

Chaplaincy

This is another service shared with Warren Hill with an overall Head but one member of the team working specifically with Hollesley Bay inmates. Roman Catholic, Anglican and Methodist ministers all participate in the chaplaincy as do Sikh, Hindu and Muslim who visit when needed. The role of the Chaplain is to see that everyone, of whatever belief, is able to practise their faith. It is a vibrant department and we are happy to report that at last the Chapel is having renovation, which will include facilities for all religions. Chaplaincy also provides courses such as Sycamore Tree, and provides pastoral support to prisoners in need.

Diversity

As already reported the number of ethnic minority prisoners at Hollesley Bay leapt from 19% to 30% over the year yet the incidents of racism remain satisfactorily low – a total of 31. In the audit undertaken in October by the external Standards Audit team the Race Relations module scored 86%. About a third of the staff have attended local Diversity training. The prisoner information pack contains a section on Race Relations which was highly commended by the Standards Audit team, and to quote them exactly: “There is no evidence to suggest that any prisoner is discriminated against in their use of services or facilities.” However, investigations into reports of alleged racial incidents seem to take an inordinate length of time, in part because the procedure is so complex.

4 SECURITY

Security is still a shared service with Warren Hill. This has at times been difficult to manage because of confusion over responsibilities. Recently, though, two separate security committees have been established and a clearer way forward can now be seen, in particular with regard to new zero tolerance of drugs and alcohol and better searching and surveillance.

Reception

The steep learning curve experienced since the reception department opened in the old borstal 'Special House' in February has now levelled out. The main difficulty is the inordinate number of possessions some prisoners bring with them (and sometimes depart without because the receiving prison will not accept them). Volumetric control is out of control, and causes much waste of staff time.

Pin-phones

These were introduced at Hollesley Bay towards the end of 2003 and although there were teething troubles the system is now proving its worth.

Absconds

During 2003 there were 31 absconds, a figure no-one is proud of but not a bad picture given the profile of some of the prisoners who transfer to Category D because of population pressures elsewhere. This figure compares favourably with other similar establishments.

Releases on Temporary Licences (ROTLs)

Of 13406 temporary licences granted twelve prisoners failed to return.

Adjudications

These are monitored randomly by members of the Board. An analysis of them is on page 24. The Board feels that the loss of a Governor's power to award added days to a

sentence does nothing to help discipline, as other punishments often seem derisory to a prisoner.

5 REGIMES

Education

This is provided by Norwich City College on a contract, which runs to September 2004, with the focus being mainly on literacy, numeracy, IT and Life Skills courses.

The department has achieved its targets for delivery of education hours and is achieving some, but not all, of its targets for Basic Skills awards. It is claimed that this is because of the increased number of short-term prisoners who are not at Hollesley Bay for long enough to obtain the awards. This needs to be examined and, if it is the case, new targets, which reflect the prisoner population more realistically, set. Those short-term prisoners are also unlikely to benefit from any course that might help them obtain basic work skills or develop themselves effectively. Interestingly, in a survey carried out during the year it emerged that prisoners want to do courses so that they can improve and develop skills and they want more courses to choose from but not necessarily academic ones.

During the year there was a considerable change in the learning culture at Hollesley Bay. This resulted in more prisoners becoming involved in education at all levels, and also in staff/employer attitudes, which saw them willing to allow prisoners part-time absence from their workplace in order to pursue a qualification.

Since September, when funding was increased, extra staff have been recruited and additional courses are now offered. As a result around 30% of the prisoners were accepted on education courses during the last quarter. Some have been able to do Open University courses but there are difficulties for them in obtaining the necessary funding.

National Vocational Qualifications (NVQs)

These are offered in only a few subjects, eg Industrial Cleaning, Painting & Decorating, but there are encouraging signs for the future now that the necessary funding is forthcoming. The introduction of REX caused the loss of a valued building workshop, now thankfully due to be reopened soon.

Library

There has been a longstanding vacancy for a staff librarian. Steps have been taken to fill it but, to date, without success. Notwithstanding that, the library has operated effectively as a result of the efforts of the prisoners who work there.

Physical Education

As the prisoners are at work during the day their use of the gym is confined mainly to the evenings. PE is a service shared with Warren Hill who have priority over the few staff, leaving Hollesley Bay with the bare minimum of cover. A comprehensive business case was submitted by the Governor to headquarters in November but still (March 2004) no response has been received.

It would be excellent if more use could be made of the gym at weekends or even if there could be some recreational outdoor sport, important particularly for the young offenders. We would like to see more use made of the superb gym facilities by local people but any plans are hampered by lack of staff.

6 PROBATION

The primary focus in the work of the probation department is risk assessment and public protection. The increase in long-term prisoners, a significant proportion of whom do represent a risk in the community, means that this work is ever more demanding. An extra full-time permanent probation officer is urgently needed in order to cope with

that workload and also to maintain the high standards of reporting which have been established at Hollesley Bay and which play such an important part in maintaining prisoners' links between custody and the community.

The demand for parole reports has increased 3-fold since 2002; the assessments for home detention curfew have remained roughly stable, and sentence planning/release on temporary licence (ROTL) boards have doubled since the previous year. Lifer matters are discussed on page 8. Statistics are shown on page 27.

7 CATERING

The catering department is a shared service. It is line managed by Warren Hill who are responsible for the finances and receive meals for the juveniles, yet Hollesley Bay owns the premises, supplies the prisoner workers and delivers the meals – a strange arrangement even by Prison Service standards.

Nine full-time staff work in catering providing meals for both prisons (around 500) and they also manage the joint staff mess and provide refreshments at Visits. Twenty prisoners have jobs in the kitchen, of whom about 50% are from the ethnic minorities. Plans are afoot to introduce NVQ's in catering/hygiene.

The building is very much in need of repair and refurbishment and some of the cooking equipment is out of date, inadequate or unrepairable.

The Independent Monitoring Board feels strongly that a new kitchen with a central servery has become a priority for Hollesley Bay. Clearly a lot of money needs to be spent on the existing kitchen and equipment and this money would, we think, be better spent on new modern facilities offering appropriate hygiene, hot food, contact between consumers and cooks, and space and equipment for relevant NVQ's and training. These same observations were made in the previous two annual reports. Because the portacabin accommodation (Bosmere) does not have appropriate

servery space, the meals for those prisoners are delivered to the Visits hall next door where they are eaten, but the area has to be quickly cleared away afterwards for other activities. And as though weight needed to be added to this suggestion asbestos has now been found in the servery areas of some of the living units.

For the moment, though, the meals are usually of good quality and sometimes even impressive given the constraints of an allowance of £1.69 per prisoner per day. The journey around the prison, delivering meals to spread out units frequently causes a fall in the temperature of the food, and thus a failure in achieving audit baseline targets.

8 HEALTHCARE

Healthcare is a shared service with Warren Hill with all staff shared and an overall Healthcare Manager. During 2003 the centre at Hollesley Bay ran adequately well, though there were problems with visiting dentists and therefore some long waiting lists, and there were patches of staff shortage which became more significant as the population rose. The facilities are good enough.

Self-Harm

During the year 14 F2052SH forms were opened (2 fewer than in 2002):

- 7 after incidents of self-harm – 4 x cuts, 3 x overdoses
- 3 after threats to self-harm or kill
- 1 following staff concern that the prisoner was having difficulty settling in
- 3 were already open on arrival

Thirteen staff attended suicide prevention training during the year, bringing the total trained to 33 (about $\frac{1}{3}$ of all staff). The chaplain, Samaritans and Listeners attended the quarterly meetings, chaired by the Governor, plus an observing member of the IMB.

Samaritans

Support continues with weekly visits and the training of Listeners on each unit.

Drug Strategy

Drug and alcohol finds have increased. The public road running through the prison continues to be a major problem as regards drop-offs, but the extra drug dog and the promise of CCTV cameras will surely help.

The Voluntary Drug Testing scheme is proceeding apace, with 204 prisoners on it by the year end (representing $\frac{2}{3}$ of the population). Credit for this is due to the staff and of course to the prisoners themselves. CARATS (Counselling, Assessment, Referral, Advice, Through-care) also plays an important part. Statistics for drug tests and results are in the Appendix, page 25.

Health & Safety

The H&S Executive visited Hollesley Bay in June and though they were complimentary about many aspects, they found deficiencies in the safety procedures for transport and manual handling. These are being addressed but following a Standards Audit in October the auditors were unable to give the prison any credit for the action plans. They noted the lack of H&S training given to middle managers and the apparent indifference to H&S. Overall a poor marking was received, which did not recognize the effort put in by many people or the fact that middle management are already suffocating under a mass of paperwork and inadvertently fail to report accidents.

The commitment to H&S by the Governor and his Senior Management Team is slowly percolating through to all staff.

9 PERSONNEL

Staffing levels remained constant during the year (at an average of 102) despite the increase in prisoner population. Personnel is a shared service which works well.

Recruitment has been continuous for all types of staff, extra difficulties being the remoteness of the prison and the high turnover of administration staff. Training is well organized and on target and the number of ethnic minority staff is above target.

The high level of long-term sickness is the one element which is still holding Hollesley Bay back, though there are now signs of recovery.

The Independent Monitoring Board finds the staff at Hollesley Bay most respectful of our somewhat unorthodox role and willing at all times to offer their help, for which we are most grateful.

10 RESETTLEMENT

Hollesley Bay is an open prison with a resettlement regime. All prisoners work either within the prison (kitchen, laundry, farm, dairy, stud, nursery, works etc) or work out in paid employment (for which they may use their own car) or community service, which continues to foster excellent relations locally.

Last year (2003) 44% of prisoners went into employment on release. The Job Club has helped prisoners with this, but the funding is not secure.

Resettlement work is a high priority on the prison's agenda. There are plans to increase and enhance the department and funding for accommodation to rationalize it has recently been approved. There are suggestions that in the future the prison may be able to offer greater help with drug rehabilitation and an accommodation advisor will soon be in post for the first time. Currently no offending behaviour courses are running, a gap which the Board considers regrettable.

Induction

The induction process during 2003 worked adequately, but retrospectively it can be said that not enough information was given to prisoners about what could be done for them or enough about the routines and regimes. The assessment procedure allowed for some to fall through the net of education. Looking ahead, though, the induction process is being radically overhauled and these problems are likely to be solved.

Visits

These play an important part in the prisoners' links with life outside and as already described in the introduction the journey can be daunting and expensive, if not almost impossible for those without a car. A local bus would be a great help. There are still no facilities for a special play area or for a trained supervisor for the children who visit. However, subject to satisfactory risk assessments, many of the prisoners are able to go out for town visits.

11 WORKS

The Works department, although housed within Hollesley Bay and employing Hollesley Bay prisoners, is a designated 'shared service' covering the maintenance of both Hollesley Bay and Warren Hill prisons. Currently between 14 – 16 prisoners work on a range of tasks including refuse collection and waste sorting for recycling.

The main focus of Works is a programme of Planned Preventative Maintenance (PPM), which is designed to pre-empt the need for large-scale maintenance, repair or rebuilding work. The department covers the buildings of each of the two prisons and also the kitchen, the staff mess and the fire officer work (all shared services). Over the years, prior to the split of the two prisons, the Works budget was at times used for other areas of higher priority, resulting in a shortfall of expenditure on maintenance and replacement of equipment eg in the kitchen and the dairy.

Our concerns are: the continuation of Works as a shared service with Warren Hill; the process and speed of effecting future emergency repairs after RoWD (Review of Works Departments); the possible administrative and managerial problems of Works reporting to an Area Manager and two prison governors; and the probable loss of useful and relevant jobs for prisoners.

12 ESTATE

Farm Review

Now that the decision has been made to reduce the size of the whole prison farming estate and, since February 2003 specifically Hollesley Bay, we must turn our attentions from upholding farming as a useful and viable occupation to seeing how the transferral process is carried through.

The first review of Hollesley Bay's farm was in 1996, since when the indecision and lack of investment have reduced it to a soul-destroying state, with demoralized and bewildered staff, some poor quality produce and dilapidated buildings – little short of an embarrassment for those of us who live nearby. Let not the London-based 'experts' under-value the local and national asset which exists here, both in environmental and economic terms, for this and future generations.

During 2003, our reporting year, discussions have been taking place and dates proffered for the closure of the various parts of the farm. Agricultural staff are being sympathetically treated by local management and have been offered re-training opportunities where desired so as to avoid redundancies, but for them nothing is certain until the final closure, whenever that will be.

Dairy

Investment, as agreed, will at least bring the appalling dairy buildings up to slightly better standards while we wait for its predicted closure in 2006. Meanwhile the movement of cows and calves around the country from one prison farm to

another is obviously going to increase the incidences of disease. Seven prisoners work there at any one time, at an enhanced rate of pay on account of the unsociable hours. Some have even expressed gratitude for this rare opportunity.

Stud

During 2003 an average of 25 Suffolk horses lived and worked at Colony Stud at Hollesley Bay providing jobs for a total of 40 prisoners, giving them valuable experience with the horses and with the many visitors, and also at various county shows and demonstrations. The stud groom has shown unbridled enthusiasm and dedication to a cause which at times threatened to run away with him, and he is a most valuable ambassador, much respected in the local community.

Raptors

The raptor project, though not included in the Hollesley Bay budget, has become quite a feature of the place, its prime justification being for the control of vermin and rabbits. It started two years ago and now has 16 birds – falcons, hawks and owls. It provides employment for two prisoners and opportunities for formal training, supported by staff on a voluntary part-time basis.

Nursery

This is to be retained and has already seen a significant investment in and enlargement of facilities for growing salad crops for the kitchen and amenity plants for the prison and its gardens. There were on average 16 workplaces there but so far no qualifications can be gained, though there are plans to introduce them as part of the new Resettlement strategy. However, the IMB is concerned that although impressive crops were grown in 2003 in the nursery, and the prison undoubtedly benefited from the flowers and plants raised there, there appears to be a distinct lack of direction and motivation about the future of the nursery. Wastage of certain crops was high; for example there was no market for the excellent quality aubergines and marrows so they were dumped. This cannot represent either good value

for money or a structured, meaningful use of prison labour or staff time. Decisions as to which crops were grown were apparently not taken by the prison itself but made centrally.

Vegetable Processing

The future of this modern enterprise is still uncertain, but meanwhile it provides employment for 14 prisoners who prepare and pack vegetables and milk from the farm for despatch to prisons in the South East. However, sowing of crops has since ceased, as has breeding of dairy cattle, so before long there will be nothing to pack.

Our concern is that during the period of radical change occasioned by the sale of the prison's farm, the future of the nursery and the other retained parts (including staffing, role within the Resettlement strategy, employment potential and timetable of change) should be clarified and confirmed to all those who may be part of that future. For too long the prison service has abused the privilege of owning land. The tax-payers of this country would expect an honourable and logical outcome to this latest political decision.

13 FINANCES

The budgets for Hollesley Bay and Warren Hill were separated in April 2002. Easy though that may sound it was a complex manoeuvre because Warren Hill is financed by the Youth Justice Board. Two issues have arisen which cause difficulties for the management of Hollesley Bay:

- The Hollesley Bay budget is £440k less than is required to run the prison because of the division of shared service costs used at the time of the split. Being constantly over-spent against budget causes concern and some confusion. If strict adherence to this budget were imposed the impact on prisoners would be very significant
- The split of the shared service costs was based on a mechanistic calculation which reflects badly on particular departments, eg physical education and

security, both of which receive a very small proportion of the total resources.

Either the Prison Service must provide necessary additional money to run Hollesley Bay or agreement must be reached with the Youth Justice Board to make the necessary budget adjustments. Most of the shared services have potential problems which, if left unaddressed, could hinder the development of Hollesley Bay because senior management is unable to make long-term decisions.

14 INDEPENDENT MONITORING BOARD

Following the split in 2002 of Warren Hill from Hollesley Bay the two Boards were launched separately in January 2003. Four experienced members opted for Hollesley Bay and four newly appointed ones joined. During the year two experienced members resigned, one to be on the Warren Hill Board, and one in disgust at his treatment by the Secretariat.

For most of the year the two Boards shared one very small office because of lack of anywhere suitable at Warren Hill for their Board, which was most unsatisfactory for all of us, and provided no chance of confidentiality.

The job at Hollesley Bay is considerably simplified by being able now to focus solely on Category D men as opposed to the great variety of ages and categories as had been the case before (not to mention the complexity of the geography of the place).

Recruitment during the year resulted in two new members being elected and they joined at the beginning of 2004; one place remains vacant which, if filled, would bring us up to our optimum number of nine. It is an enthusiastic and energetic Board with a happy atmosphere of commitment to our role and not a little excitement about the prognosis for Hollesley Bay and its function in the Prison Service.

During 2003 there were eleven monthly meetings, all attended by the Governor or his deputy. Four members

visited HMP Chelmsford, two Area meetings were attended, as was the annual conference at Keele. Four members attended the Secretariat's national training for new members, three undertook internal diversity training, and the following committees were attended by various members as part of their responsibilities for particular subjects: security, self-harm, race relations, health and safety, anti-bullying, policy committee, drug strategy and resettlement. Rota visits covered every week of the year plus some evenings and weekends.

15 CONCLUSION

Positive Things

- Increase in number of prisoners on voluntary drug testing (VDT)
- More opportunities for education and qualifications
- Expansion of leisure education eg, IT, cooking, music
- Hardworking staff in reception
- Good community links eg Princes Trust, Riding for the Disabled (RDA), workplaces
- Prisoners feel respected (as in MQPL survey)
- Development of the Hollesley Bay ethos and positive sense of purpose
- Vibrant senior management team and leader.

Difficult Things

- Difficulties with shared services eg finances, staff shortages, catering, PE etc, affecting weighted score card
- Catering eg delay in serving food, dilapidated kitchen
- Morale of staff working on farm
- Prisoners arriving who are dubious category D's
- Prisoners arriving with too many possessions
- No Offending Behaviour programmes
- Problems with Works and its reorganisation
- Need for another probation officer
- Limited facilities for the disabled
- Public road running through the middle of the prison

There is no doubt that the atmosphere at Hollesley Bay and the attitude of the staff on the whole have radically altered during 2003, becoming more optimistic and positive. The prison seems set to begin to fulfil the role of which it is capable and, given the necessary support, will continue to hold prisoners in security, safety and with purposefulness to prepare them for release.

Signed: 

Avery St G Fraser
Chairman HMP/YOI Hollesley Bay

Date: 29 March 2004

16 APPENDIX

Because of the split of the two prisons in April 2002 it is almost impossible to provide a year on year comparison of some statistics.

A. Adjudications:

Fail to comply (temporary release conditions)	114
Items in possession	96
Drugs related	74
Absent without permission	53
Disobey rules	50
Disobey lawful order	35
Bad behaviour	28
Found in unauthorised pace	18
Idleness	11
Damaging property	7
Obstructing staff	5
Alcohol/drink	4
Health and Safety	4
Disrespect to staff	4
Assault inmate	1
Fighting	1

TOTAL: 505

B. Applications to the Independent Monitoring Board:

Disciplinary and Privilege	21
Health	7
Sundry	7
Transfer	6
Probation	5
Money	3
Visits	1

TOTAL: 50

C. Analysis of Prisoners' Complaints:

Property	85
Money	69
Confidential access	43
Food	38
Staff	30
PE	21
HDC	20
Healthcare	18
Work related	16
Domestic	14
Adjudications	14
Mail	12
Home/town visits	10
Transfers/home leave	10
Racism	9
Probation matters	8

TOTAL: 417

D. Drug tests & results for year ending 31 December 2003:

	<u>No of Tests</u>	<u>Positive Results</u>	<u>% Positive</u>	<u>Type of Drug Found</u>
Random	310	47	15.16	37 cannabis, 7 opiates, 2 multi and 1 failure to supply sample
Suspicion	22	11	50.00	8 cannabis, 2 opiates, 1 benzodiazepines

E. Reception

The chart below shows a monthly average for tasks carried out by reception staff during the period 1 April - 31 August 2003.

<u>Task</u>	<u>Average per month</u>
Total reception movements	251.2
Property applications	98.6
New receptions	87.6
Discharges	63.8
Releases on temporary licences	37.4
Mandatory drugs tests	23.2
Cell/room searches & area/other searches	12.2
Transfers/discipline moves	9.8
Court/police productions	7.6
Adjudications, drugs etc	7.2

F. Racist Investigations:

There have been 31 alleged racist incidents recorded during the year 2003. These are made up as follows:

Prisoners complaints on staff	16
Prisoner on establishment	6
Prisoner on prisoner	5
Staff on prisoner	1
Prisoner on staff and establishment	1
Prisoner on previous establishment	1
Visitor (prisoner's partner) on establishment	1
<u>TOTAL:</u>	<u>31</u>

G. Home Detention Curfew Statistics: January – December 2003

Total eligible:

Adults	365
Young Offenders	104

Total 469

Out of time	48
Refused	35
Transferred	34
Opt out	20
Released on appeal	9
Abscond	2
Bail	1

Total 149

Released on HDC **320**

H. Population (average for the year):

	<u>CNA</u>	<u>Adult Population inc Lifers</u>	<u>YO's Population</u>	<u>Lifers Average</u>	<u>Total</u>
2001	180 (inc 40 YO's)	103	40	33	143
2002	240 (inc 40 YO's)	168	25	33	193
2003	329 (inc 40 YO's)	264		34	264