FIFTEENTH REPORT OF SESSION 2017-19: MINISTRY OF JUSTICE – OFFENDER MONITORING TAGS

I am writing to provide more detail on the progress made in relation to the programme plan for the delivery of electronic monitoring (recommendation three of your Committee’s report: Offender monitoring tags – Session 2017-19 (HC 458)) and also to provide you with further insight on how we are working to ensure that lessons learned from this programme are fully taken on board elsewhere in the Ministry of Justice (recommendation six). This letter complements the formal Treasury Minute update which is scheduled for publication today.

Electronic Monitoring programme plan
Attached is a copy of the “Plan on a Page” which is the highest level plan for the programme. It sets out, as reported in the Treasury Minute update, that the initial release of location monitoring will begin at the end of this year with the rollout completed by the end of April next year. The plan is supported by a number of more detailed plans; for example, the training and business change strand of work while each supplier has their own plan. I would be happy to provide further detail on any items of interest in the plan and, in line with the recommendation, I can reaffirm my commitment to write to the Committee with details of any slippage against the critical path as the programme progresses.

Contractualising the plan
The re-baselined programme plan was approved by the Authority’s Programme Board on 27th June. Contractual discussions with each of the suppliers are at an advanced stage. Contractual commitment will be effected by a Heads of Terms agreement with Lot 1 (Capita) and Lot 2 (Airbus). In both cases the supplier will contract to meet the re-baselined plan timescales and deliverables. Lot 3 (G4S) will sign a contract change notice to reflect the changes to the timeline and deliverables brought about by the re-baselined plan. Lot 4 (Telefonica/02) will sign a contract change notice that will lift their contract out of suspension whilst also reflecting the changes to the timeline and deliverables brought about by the re-baselined plan. In summary, two of the Lots (3 and 4) will contractualise the re-baselined plan through a standard contract change mechanism, and the remaining two Lots (1 and 2) will
contractualise the re-baselined plan through a binding Heads of Terms agreement. I am confident that the necessary work is proceeding at pace to have this contractual cover in place by end of July, or very shortly thereafter.

**Adopting lessons learnt**
I can confirm that the learning event has now been held, and attach a copy of the “Lessons Learned” document that has been disseminated. Building on this, we are developing Departmental standards for project delivery, which will incorporate the lessons learned from the Electronic Monitoring Programme and our other major projects and ensure that our future projects are set up for success. I also intend to strengthen the Department’s assurance processes, and ensure that key decisions and risks are subject to appropriate independent review.

Yours sincerely,

Richard Heaton

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