

# Maghaberry Prison

UPDATE ON PUBLISHED ACTION PLAN (AUGUST 2016)

## RAG STATUS DESCRIPTION

**Green:** complete - actioned and signed off

**Amber:** not complete - actioned and being delivered to target date

**Red:** not complete - work to commence within target date

Report recommendation	Actions required	Comment	RAG
<p><b>S46</b></p> <p>Urgent and decisive action should be taken to strengthen the leadership of the prison. The leadership must:</p> <p><b>a) Provide visible reassurance and authority to staff and prisoners.</b></p>	<p>A new Director of Offender Policy and Operations appointed, who initially took charge at Maghaberry as Governor.</p>	<p>Completed</p>	<p>Green</p>
	<p>The Maghaberry senior management team (SMT) has been refreshed and strengthened.</p>	<p>Completed</p>	<p>Green</p>
<p><b>b) Reduce staff absence.</b></p>	<p>Robustly and consistently, manage the NICS Sick Absence procedures to address sick absence in the Prison.</p>	<p>Work is ongoing to tackle unacceptably high levels of staff absenteeism. Reduction from 95 in August 2015 to 49 December 2015 and 46 at 26 August 2016. Sick absence fell to 29 on 2 June 2016.</p> <p>Staff rotation process in place, which will be managed as a rolling three-month programme.</p> <p>Individual Professional Development (IPD) peer mentoring in place from 27 June 2016.</p>	<p>Orange</p>
<p><b>c) Ensure basic safety processes are</b></p>	<p>As a matter of priority, ensure that effective</p>	<p>Mandatory staff patrols of recreation</p>	<p>Green</p>

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in place to address concerns outlined in the Report.	supervision of prisoners takes place in all areas, with staff being trained and appropriate risk assessments completed.	rooms and exercise yards reinstated on Monday 7 December in integrated residential locations. Five patrols per day well established and now carried out in Bann, Erne, Lagan, Quoile, Shimna, Moyola Braid, Bush and Roe houses with no incidents or issues.	
d) Ensure a security strategy relevant to the needs of the prison is developed and implemented in a co-ordinated way across all relevant departments.	Revise the Security Committee to include Heads of Function of each business areas. Review the security objectives in relation to security evidence, threats and issues raised by CJINI.	Completed  Monthly Security Committee meeting re-established and security objectives set. Managers from all areas required to attend and provide a report. Meeting monitors data relating to assaults, C&R incidents, use of force, drug testing and search finds.	
	The Committee is developing the Security Strategy, which will be approved by the Director of Offender Policy and Operations.	Security Strategy developed and approved.	
e) prioritise the delivery of a predictable and decent regime.	Develop and introduce a core day to deliver a productive, sustainable and predictable regime.	New core day introduced on 30 November. Performance measures are in place and an ongoing review of implementation planned.	

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<p>f) prevent the abuse of diverted medication by taking robust steps to improve the administration, storage and handling of medication in line with Nursing and Midwifery Council standards.</p>	<p>Install new and robust medicine storage lockers and work closely with SET to monitor in-possession medication to ensure it is not misused.</p>	<p>Ongoing Measures put in place to reduce the trading of prescription drugs include supervised swallow for identified medicines and lockable in-cell medical boxes.</p> <p>Installation of medical boxes for prisoners to safely store in possession medication commenced on 2 November.</p> <p>All areas fitted with medical boxes with the exception of Braid 1&amp;2 and Roe 3&amp;4.</p> <p>Additional medical boxes ordered to complete the installation in Braid House and Roe 3&amp;4.</p>	<p>Amber/green</p>
	<p>Review with SET operational procedures to enable the management and administration of medication in accommodation areas, including the administration of supervised swallow</p>	<p>Meetings held with SET to establish a strategy for the safe administration of medicines in a secure setting. The Lagan House pilot will roll out by end of 2016.</p> <p>Biometric finger scanners installed in square houses to safe guard inmates from impersonating others to gain prescription medication.</p>	

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		<p>Issues remain in the CSU that the Head of Residential and SET are addressing through the development of a joint SOP.</p> <p>Workshop on the Joint Strategies for Drug Misuse and Self-Harm &amp; Suicide Prevention arranged for 1 September 2016.</p> <p>South Eastern Health and Social Care Trust/Northern Ireland Prison Service Joint Workshop 2 September 2016.</p>	
<p><b>g)</b> Ensure robust investigations take place into allegations of assault on prisoners by staff and appropriate measures are put in place to reassure prisoners that action will be taken if wrongdoing is proved.</p>	<p>Review the process of investigating prisoner allegations of assault.</p> <p>Review the complaints process to ensure complaints are answered within timescales and to quality standards.</p>	<p>System now in place to ensure all serious complaints including allegations of assault are properly investigated. Workflow of the process of handling serious complaints issued to all Governor Grades. The Duty Governor on duty the day the complaint is received investigates and decides on appropriate course of action.</p> <p>Due to problem of multiple complaints made by Dissident Republicans, which was deflecting the focus from other prisoner</p>	

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		<p>complaints, a working group was established to review the complaints process. Analysis of outstanding complaints and process changes brought forward for consideration. There was consultation with prisoners during October and November.</p> <p>Complaints awareness training provided to Senior Officers with input provided from the Ombudsman's Office.</p> <p>A Unit Manager appointed as Complaints Co-Ordinator.</p> <p>Working group has met and taking forward further work to improve the complaints process and put an audit system in place.</p> <p>172 complaints outstanding at 26 August compared to 1500+ in May 2015.</p>	
<p><b>S47</b></p> <p>Causes and response to the fire at</p>	<p>An independent investigation has been</p>		

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<p>Erne House requires independent investigation. The Justice Department should commission an independent inquiry into the causes and management of the fire at Erne House and what lessons can be learnt for the future. The inquiry should identify any misconduct or neglect by responsible individuals and action should be taken accordingly.</p>	<p>commissioned into the incident at Erne House. The findings will be presented to the Director General.</p>		
<p><b>S48</b></p> <p>If it is necessary to continue to manage the separated units in line with different criteria from the rest of the prison, their location, management and resources should be removed from the rest of the prison in order to prevent their significant adverse impact on the prison population as a whole.</p>	<p>Work is ongoing to manage and resource separation to minimise further impact on the integrated population</p>	<p>Ongoing</p> <p>Recruitment and staff rotation has had a positive impact on integrated areas reducing the negative impact on the integrated population.</p> <p>A Recommendation was made in the Three Person Panel Report that:</p> <p><u><i>'The Department of Justice should revisit the framework related to the separated regime and arrange for an independent review to be undertaken examining the operation of the separated regime, evidencing the need for any changes and providing useful information for stakeholders to take forward.'</i></u></p>	

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		<p>The Northern Ireland Prison Service remains committed to finding ways to address the challenging issues associated with the operation of the separated regime. The Department of Justice will engage with stakeholders, develop terms of reference, and identify individuals to lead an independent review. The Review will deliver a report and make recommendations required in respect of the framework for separation.</p>	
<p><b>S49</b></p> <p>A comprehensive strategy to reduce the level of self-harm and self-inflicted death should be developed with a named manager responsible for its implementations. Priorities should include:</p>	<p>Implement the (revised) NIPS corporate strategy to reduce the level of self-harm and self-inflicted death.</p>	<p>A recently promoted Senior Officer is working on the revised Suicide and Self Harm Prevention policy for NIPS. There are a number of actions being taken forward including a planned exercise (Nov) to test the procedures and a meeting to discuss the approach with the SET on 1 Sept. The meeting on 1 Sept will provide further clarity on how a shared approach can be implemented. The necessary changes to PRISM etc. are also being considered to prepare for implementation.</p>	



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		Local arrangements in progress to revisit the ethos around the Donard Centre to ensure co-location and co-working with SET mental health trained staff and NIPS staff to have a joint aim.	
	Implement arrangements for the Adult Safeguarding Policy for Northern Ireland for the protection and safety of vulnerable adults in conjunction with the corporate strategy for self-harm and self-inflicted death.	Making contact with the Policy lead in DoH re implementation of the policy in NIPS. Until there is an agreed pathway with DoH, the prison will operate the key principles for the protection and safety of vulnerable adults.	
a) Ensuring all prisoners are placed in decent first night accommodation and receive an appropriate induction.	In the interim period, Maghaberry is reviewing and mapping prisoners' first night committal procedures.	<p>Mapping exercise completed and a three-month review carried out.</p> <p>Induction programme now delivered on Bann 4 including Education assessments.</p> <p>Induction Programme includes:-  Fire induction  Adept induction  Barnardo's Families Matter  Housing Rights  Samaritans Listener Scheme  Family Officer  Gym induction, which includes</p>	

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		<p>manual handling and wheel chair training.</p> <p>Committal booklet designed to provide information for all those in custody for the first time.</p>	
	<p>Develop a prisoner 'buddy' system to support prisoners during the committal process and first day/night period.</p>	<p>Buddy scheme, "The Insider", implemented. Role incorporated with the Reception Orderly duties and carried out by prisoner on Bann 1. Each committal meets the peer mentor either in Reception or in Bann House the next day if they enter custody late in the evening. Records kept in a journal in Reception by the Insider and quality checks carried out by Reception Senior Officer.</p>	
	<p>Committal interviews conducted in private as far as possible.</p>	<p>Interview booths installed in reception to provide privacy during committal.</p>	
<p>b) Ensuring recommendations arising from previous deaths are implemented and procedures to reduce the risk of suicide and self-harm are fully followed.</p>	<p>Review all deaths in custody over the last three-year period and implement any outstanding recommendations.</p>	<p>All recommendations from death in custody reports since March 2012 now held on a continuous action plan.</p>	

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		<p>This will be a standing agenda item and reviewed monthly at the Strategic Safer Custody meeting.</p> <p>One learning point relates relate to the tracking of recommendations made at cold de-briefs – work has commenced to collate this into an action plan.</p>	
<p>c) SPAR case management procedures should focus on understanding and responding to the underlying causes for prisoners' distress.</p>	<p>Implement the (revised) NIPS strategy to reduce the level of self-harm and self-inflicted death.</p>	<p>A recently promoted Senior Officer is working on the revised Suicide and Self Harm Prevention policy for NIPS. There are a number of actions being taken forward including a planned exercise (Nov) to test the procedures and a meeting to discuss the approach with the SET on 1 Sept. The meeting on 1 Sept will provide further clarity on how a shared approach can be implemented. The necessary changes to PRISM etc. are also being considered to prepare for implementation.</p> <p>SPAR process being followed. Audits carried out on live cases and 10% audits completed on closed SPARS.</p>	

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		<p>Audits reviewed at monthly Strategic Safer Custody meeting.</p> <p>NIPS and SET are jointly developing a new mental health pathway. There is collaborative working between the Mental Health team and PSST with the aim of Co-chairing a weekly Safer Custody/Case Management meeting by early 2017 focussing on getting the right outcomes for individuals.</p>	
d) Access to listeners' should not be unnecessarily restricted.	Review the Listener Scheme with the Samaritans to ensure that sufficient numbers of trained listeners are maintained and available when required.	Nine Listeners are currently available for deployment. Listeners deployed on request as per the listener rota and all requests facilitated across the prison 24/7. An eight-week training programme for additional Listeners to commence in September Scheme monitored at the Safer Custody meeting and formal contacts are recorded on PRISM.	
e) Convicted and unconvicted prisoners should not have to share cells.	A review of accommodation needs at Maghaberry has been commissioned. The review will include cell allocations for all	Review completed.  Arrangements in place to ensure	

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	prisoner types - Review sentenced prisoners currently sharing with remand prisoners.	new committals do not share "mixed" cells. Residential houses are re designated as sentenced and remand houses.	
	Ensure mixed cell sharing does not routinely take place and will relocate accordingly.	Arrangements in place to ensure new committals do not routinely share "mixed cells" - monitored weekly by Management.	
<p><b>S50</b></p> <p>Managers should ensure that:</p> <p>a) Effective measures are in place to monitor and oversee the use of all disciplinary process, use of force and segregation.</p>	The Maghaberry Security Committee to ensure effective measures are in place to monitor the use of disciplinary processes, the use of force and segregation.	<p>Monitoring carried out monthly by Security Committee.</p> <p>From January 2016 a monthly Adjudication Standardisation meeting, chaired by the Governor established to review adjudications.</p>	
	A 10% monthly review of adjudications and Use of Force.	<p>All use of force incidents reviewed at the Security Committee.</p> <p>From January 2016 a monthly Adjudication Standardisation meeting, chaired by the Governor established to review adjudications.</p>	
b) Poor behaviour is challenged promptly and proportionately by all staff	Scope the potential for a dedicated cell Personal Officer Scheme.	With a reduction in staffing levels on residential landings, it would be difficult to implement a traditional	

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		<p>personal officer scheme with assigned residential staff. However, with the increase of staff within PDU, this role has been assumed as the Co-ordinating/Support Officer role with PDU staff expanding personal officer contact. From 1 September, the role will also have responsibility for remand prisoners. This will involve greater integration of resettlement with residential and sharing of information relating to the individual PDPs.</p> <p>How to challenge underperforming staff will form part of the training scheduled for the newly promoted Senior Officers.</p>	
	<p>Provide written guidance and instructions for staff on challenging poor behaviour effectively and appropriately; and how to manage prisoners' performance against Personal Development Plans.</p>	<p>Expanded role of the monthly Adjudication Standardisation meeting includes considering the type of charges, location generated, role of staff, nature of awards and trends.</p>	
<p>c) Issues underlying poor behaviour are identified and tackled</p>	<p>Review the management of the disciplinary process and the appropriate use of awards and sanctions as well as the effectiveness</p>	<p>Governor chairs a monthly Adjudication Standardisation meeting. The role of the meeting</p>	

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	of reporting by staff.	has been expanded to include considering the type of charges, location generated, role of staff, nature of awards and trends.	
	Review the PREPS scheme to create closer working between prisoners and staff and to encourage and challenge poor behaviour.	Review of PREPS completed across all three establishments.	
	In conjunction with SET and other community partners develop a strategic plan to address substance misuse and treatment.	Meetings held with SET to establish a strategy for the safe administration of medicines in a secure setting. The Lagan House pilot will be rolled out by end of 2016.  Prison data shared with SET in relation to drug abuse identified through drug testing.	
	Establish a Drug Strategy Committee to implement the strategy and to gather and analyse data to determine its impact.	Outstanding	
d) All staff are up to date in the necessary training	Implement staff training plans to meet priority needs such as C&R, separation training and training in specialist areas such as Prisoner Development Coordinators and programme deliverers.	Ongoing  A Maghaberry staff-training plan developed by PSC.  C&R basic training delivered weekly	

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		<p>since 14 September. As at 31 July 2016, 443 staff members received training in C&amp;R basic and 82 in advanced techniques.</p> <p>Separation training delivered to 41 members of staff during October and November 2015 and March 2016. 36% of staff in post have received separation training.</p> <p>As of 31 July, Fire training delivered to 207 staff.</p> <p>Mental Health Awareness training identified as an additional training need for governors and CSU staff. Fifteen staff including Governors attended a one-day training course w/c 7 December 2015.</p>	
	Dedicated training for Maghaberry staff has commenced.	Ongoing	
e) All prisoners are screened by managers and health care staff prior to being segregated and their safety and welfare is reviewed on a daily basis thereafter	Procedures are being reviewed to ensure prisoners are screened and that their safety and welfare is reviewed prior to being segregated and is reviewed on a daily basis thereafter.	Procedures reintroduced to screen and record the assessment of all prisoners by a Governor prior to relocation to the CSU. However, SET has indicated that they will not participate in this screening process.	



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		A member of healthcare staff sees prisoners in the CSU on a daily basis.	
	Refurbish and expand the Care and Supervision Unit (CSU) to enable the development of a more effective regime.	Prisoners decanted from CSU to Foyle House on 17 November. Refurbishment work has commenced due for completion September 2016.	
<p>f) The segregation regime for longer stay prisoners should be adequate to mitigate any resulting psychological deterioration.</p> <p>g) Use of special accommodation is properly managed so it is only used as a last resort and for the minimum time necessary.</p>	CSU managers to fully consider the welfare and mental state of prisoners on restricted regimes in conjunction with healthcare staff.	<p>Any prisoner placed in a modified cell must have authorisation of a Governor who considers their welfare and state of mental health. Case conferences consider how segregation is affecting longer stay prisoners on a segregated regime. SET has indicated that they will not participate in this screening process.</p> <p>The use of observation cells, which is the only special accommodation in Maghaberry, is managed through SPAR and CRC protocols.</p> <p>Further discussion required with SET regarding how they manage and deliver their services within this</p>	

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		environment.	
	The length of periods spent in the CSU to be monitored by the Security Committee.	All long term Rule 32s discussed and reviewed at the monthly Security Committee meeting.	
	Plans have been developed for a new High Risk Facility that will include all separated prisoners as well as Category A prisoners and others who may be considered highly disruptive or are a threat of serious harm to others.	In response to PRT 5 recommendation, which said the Maghaberry site should be reconfigured into three “mini-prison” areas, an Outline Business Case 1 for a High Security Facility is at an advanced draft stage and NIPS is currently in the process of seeking funding for the project.	
<p><b>S51</b></p> <p>The prison should investigate and address the reasons for the poorer outcomes of Catholic prisoners, put in place arrangements for the effective and credible investigation of discrimination complaints and consult with prisoners with disabilities and other minority groups to ensure their needs were understood and met.</p>	Commission independent and external research to investigate and address the reasons why Catholic prisoners are more likely to experience poorer outcomes.	<p>Meeting held at Maghaberry on 1 March 2016 with the Chief Executive of the NI Equality Commission for guidance on how to proceed with research project.</p> <p>Governor convening a meeting with Michelle Butler, the author of the independent report “Discipline and Disparity”, and the Maghaberry senior team to understand fully the</p>	

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		<p>findings and recommendations made in the 2012 report.</p> <p>Following this meeting, an establishment Action Plan in response to the research report will be developed in collaboration with Michelle Butler. Further consideration to be given as to whether or not there is a need for an independent small-scale piece of secondary research to examine up to date equality and diversity data for Maghaberry.</p> <p>All Section 75 complaints including discrimination are reviewed by the Equality and Diversity Senior Officer to check quality of entries and the concerns raised. The findings are discussed as a standing agenda item at the monthly strategic Equality and Diversity meeting.</p> <p>There is consultation with all prisoner groups through the prisoner fora held quarterly.</p>	
	Keep under review and challenge systems and procedures that highlight poorer outcomes for prisoners through the	Equality and Diversity Committee meets monthly to review data and make further recommendations for	

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	Equality and Diversity Committee and standing procedures.	improvement. All meetings minuted and reviewed at the monthly SMT meeting.  Rolling action plan reviewed at each meeting.	Green
	Review the quality of life for prisoners through an approved QPL survey.	NIPS considering what would be the most appropriate survey to review the quality of life for prisoners.	Red
	Extend Prisoner fora to ensure the needs of prisoners with disabilities and other minority groups are determined.	Minuted meetings held with Prisoner reps monthly pre the main E&D meeting.  Forums held quarterly with following groups of prisoners:-  Multi national  Chinese  Lithuanian  Polish  Romanian  Older prisoners	Green

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		<p>Work is ongoing with Healthcare in relation to prisoners with a disability identifying medical markers to change the emphasis from recording numbers to showing outcomes for prisoners. A report to retrieve this information is being developed and checks will be made to ensure that required adjustments are provided.</p> <p>The needs of individual prisoners with a disability are being addressed as they present rather than waiting on a prisoner forum to highlight any issues.</p>	
	As a matter of priority focus on the needs of the senior population.	Quarterly forums with older prisoners established and meetings minuted.	
<b>S52</b>	South Eastern Health and Social Care Trust response issued separately to RQIA		
<b>S53</b> The leadership and management of	A partnership is now in place between Belfast Metropolitan College and	An outsourcing arrangement agreed in June 2015 and implemented in	

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<p>learning and skills should be strengthened. There should be a robust quality improvement process informed by data analysis, to ensure that the learning and skill provision meets prisoners' resettlement and development needs.</p>	<p>Maghaberry to deliver education and learning programmes. A new Head of Prisoner Learning and Skills has been appointed.</p>	<p>August 2015 with BMC covering Maghaberry Prison.</p> <p>SLA agreed NIPS, BMC, and NWRC, which includes 9 key performance areas with 20 specific performance measures.</p>	
	<p>Belfast Metropolitan College are assessing the needs of prisoners on entry to custody. A curriculum is also being developed to achieve nationally recognised qualifications, raise literacy and numeracy standards.</p>	<p>Initial needs assessments completed – 773 since September (i.e. all committals).</p> <p>BMC reporting format in place with a specific Learning and Skills data analysis through PRISM also developed and in place.</p> <p>A curriculum based on Essential Skills and employability developed by BMC and NWRC in conjunction with NIPS. All courses of study will lead to an accredited outcome and projected accreditations for the first period of the outsourcing September to date 410 individuals have achieved full qualification.</p> <p>A Programme Manager and Head of Learning and have been appointed as part of the outsourcing, providing</p>	

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		<p>support and guidance for the teachers.</p> <p>The teaching/tutoring team has expanded by nearly 60%, from 14 to 24, including the Head of Learning position and dedicated administrative support.</p> <p>Governors from Maghaberry attend a Strategic Business Managers' Meeting, Management Board and Project Board every month, ensuring oversight of the outsourcing.</p> <p>A Learning &amp; Skills Open day held on 19<sup>th</sup> November when 50 new students were enrolled which will lead to 150 accreditations in total.</p> <p>A second Open Day took place on 18 April and a third is scheduled for 12 September.</p> <p>Celebration of Success days has been introduced. At the most recent in June 250 prisoners achieved 400 accreditations.</p> <p>A number of staff left post under the</p>	

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		<p>VES; these posts are being backfilled and HR has worked with BMC to ensure as little disruption to delivery as possible.</p> <p>A Student Learner Code of Conduct has been introduced for Learning &amp; Skills.</p>	
	<p>In addition, a strategy is being developed to expand non-accredited vocational activities and employment opportunities within the prison.</p>	<p>Ongoing</p> <p>Two NIACRO employees in post to conduct pre-release assessment interviews and prepare prisoners for release into employment.</p> <p>Terms of reference and costing for recycling contract developed.</p> <p>Business case signed off with EXTERN to provide (European) matched funding for two instructors for Recycling and light engineering/bicycle restoration work.</p> <p>Further extension to this partnership has introduced an electrical installation workshop.</p>	



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		<p>Prisoners working in the Prison Kitchen/Riverside Café registered on Level 2 Catering to accredit the skills they are learning within the work place.</p> <p>Industrial cleaning qualifications introduced to in-house cleaners.</p> <p>Thirty prisoners took part in the Employability programme and all achieved certificates. A further thirty eight prisoners registered.</p>	
<p><b>S54</b></p> <p>The prison should complete a robust needs analysis of its population and ensure that the resettlement services provided meet the needs of the population.</p>	<p>Implement the Prisoner Development Model (PDM), which identifies prisoners' offending reduction needs, generates a personal development plan and assesses pre-release needs for re-integration back into the community.</p>	<p>Ongoing</p> <p>100% of committals have met with PDU staff within one day of their arrival and had their immediate needs assessed.</p> <p>The assessment of prisoner risks, needs and strengths has been in place from September 2013 as part of the Prisoner Development Model (formerly Offender Management).</p> <p>Personal Development Plans for prisoners introduced from January</p>	

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		<p>2014 (formerly sentence planning).</p> <p>Monthly 10% quality checks of personal development plans carried out.</p> <p>At this point in time, approximately 70% of the sentenced population in Maghaberry, including life sentence prisoners, have a Personal Development Plan or sentence plan (those serving under one year) completed.</p> <p>Robust Needs Analysis to commission services has commenced based upon the data captured through the Prisoner Needs Profile (PNP) assessment and it has been extended to include all sentenced prisoners regardless of length of custodial time.</p> <p>NIPS commissioned the services of NIACRO in June 2016 to provide additional support for short-term prisoners serving less than 12 months with no supervision on release. These staff work alongside NIPS Prison Officers based in the PDU and their work compliments the</p>	

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		<p>current PDU Model.</p> <p>A pre and post questionnaire has been introduced as a self-reflective tool to gauge 'the distance travelled by an individual' against the 7 pathways of resettlement/ desistance.</p> <p>Additional Goals training delivered to staff (6) as part of commissioning these services. It was acknowledged through the PNP data capture that motivation was a key area that needed addressed. Goals is a short motivational programme that builds upon self-belief, self-esteem and achievements.</p> <p>Further cognitive based programmes have been commissioned through Psychology services and ETS (Enhanced Thinking Skills) will be delivered to 6 staff in September 2016. BBR (Building Better Relationships) planned.</p> <p>Sycamore Tree (Victim Awareness) delivered between April – June 2016</p>	

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		<p>and discussions have taken place with Prison Fellowship as to long term delivery;</p> <p>The Housing Rights Service had its funding agreement increased based upon the evidence from the PNP data and Careers Advice meeting took place on 1/7/16 with Careers Service HQ. Introduction of 'webchat' through L&amp;S Employability Modules, Working Out Units (Wilson and Burren) scheduled by September 2016.</p> <p>The first of two Celebration of Events planned over a 12 month period took place on 18/7/16 celebrating the Family Matters intervention. Further event planned for December to take in other programmes from PDU.</p> <p>PDU Unit Manager appointed 27/6/16.</p> <p>Nine Prison Officer staff were selected to join the PDU in January 2016; four joined in February with the further five due to commence in July/ August 2016.</p>	

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		<p>NIPS PDU Prison Officers attended a local Hostel and Burren House during April/ May 2016 to increase their awareness of places and how individuals are managed in the community; it also gave understanding to release planning and setting licence conditions.</p> <p>Two existing staff joined the PDU Public Protection Team reducing the overall caseload per Officer and applying their training in SA07/ FADA. One new Prison Officer joined the Housing Rights/ Short Term Sentencing to provide additional support.</p> <p>Supervision Model introduced in January 2016 and currently eight staff engaging with it.</p> <p>All new CPO/NCO grade staff received information about the role of PDU in their recruitment or conversion training, as have other staff grades.</p> <p>A corporate review of home leave application carried out and new</p>	

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		<p>home leave form introduced from 1 July 2016 to record rationale behind decision-making.</p> <p>Inmate Activities and Services Strategic Meeting established and held monthly. Prisoner needs profile will be discussed on a regular basis at this meeting.</p>	