

RECOMMENDATIONS ARISING FROM CJINI/HMCI REPORT ASH HOUSE, HYDEBANK 2005

REC NO	DRIVER	RECOMMENDATIONS	ACCEPT YES/NO	FOR ACTION BY	ACTION	DATE FOR ACTION	DATE FOR REVIEW
9.1	HQ	The Northern Ireland Prison Service should draw up a policy and strategic plan for the treatment of women in custody in Northern Ireland based on a full assessment of their specific needs. In the meantime the expertise from other UK jurisdictions should be used to advise and assist urgently in key safety areas such as caring for women who are at risk of suicide and self harm, or who have substance use problems. (HP43)	Yes	Director General	A high level strategy for women prisoners will be drawn up with the assistance of an expert in female prisoner policy from HM Prison Service who begins in May 05. Agreement in principle has been given by HM Prison Service to second 2 members of staff, with experience of female imprisonment, to Northern Ireland. One, a Governor to lead the development of the regime for Ash House, and the other a policy lead to develop policies for female prisoners.	Recruitment underway	
9.2	HQ	A separate prison should be provided for women in Northern Ireland, which would allow women more opportunities for freedom of movement in less restrictive conditions than on a shared site. Until then, Ash House at Hydebank Wood should be regarded as a temporary facility for women. (HP44)	It is accepted that Ash House is now a temporary facility; the long term provision will be the subject of a wider estate review.	Director General	Hydebank Wood Prison can accommodate 54 female prisoners in single cell accommodation. The current population is expected to continue to grow. Alternative accommodation will be considered as part of a wider strategic assessment of the Service. It is anticipated that CJINI, HMCIP and other interested parties will be consulted as part of the review.	Strategic review to be completed by autumn 2005	

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9.3	HQ	Girls under 18 should not be held in Ash House. (HP45)	Yes In principle	Director General	The incarceration in prison of girls under the age of 18 is outlined in legislation which in turn is the responsibility of the NIO. We understand that consideration is being given to a change in legislation which would allow youth courts discretion in sending vulnerable offenders to a juvenile justice centre. The numbers of young girls under the age of 18 in custody is very small and to make alternative arrangements for them in custody could lead to isolation. However, the Service will consider all the options open to them for making alternative provision, within a prison setting, with the YJ Agency, CJINI, HMCIP and other interested parties.	On-going consultation underway	
9.4	HQ	Ash House should be managed directly by a Governor Grade with sole responsibility for women prisoners. (HP46)	Yes	Director General	A Governor with experience of managing female prisoners is being seconded from HM Prison Service. A female Governor from the Northern Ireland Prison Service was transferred to manage Ash House w/c 25 April 2005.	Recruitment process underway	

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9.5	Gov	Separate policies specific to women at Ash House should be developed for all major policy areas including anti-bullying, self-harm and suicide, resettlement, substance use and equality. (HP47)	Yes	Policy manager / Hydebank Management Team	Work has already commenced in this area and advice has been sought from the Women's Policy Unit in the Home Office. Visits have already taken place to a number of establishments in England, to Mountjoy in Dublin and a visit has been arranged to Scotland. Additionally, expertise is being brought in from E&W to assist in the development of female specific policies. The individual will be directly accountable to the Director of Operations and progress on policy development will be subject to formal monthly review from date of appointment.	Policy development is on-going. Recruitment process underway	Progress will be monitored on a monthly basis
9.6	Gov	All statistics collected at Hydebank Wood should differentiate between women, girls, young men and boys. (HP48)	Yes	Hydebank Management Team	The suggested differentiations will be made within the statistics already collected.	Implemented Mar 05	
9.7	Gov HQ	Alternative and more therapeutic responses to self-harm for women and girls, other than the use of strip conditions, should be developed as a matter of urgency. Staff should be available to interact with prisoners deemed at high risk of self-harm, in an environment that provides good observation and promotes feelings of well being. (HP49)	Yes	Governor Healthcare / Healthcare Trust/ DHSSPS	A project group comprised of Prison Staff, a psychologist and representatives of the local Healthcare Trust, has been established to develop a therapeutic approach to dealing with disturbed females. The local trust has already provided training in Mental Health Awareness and Management of Aggression for 25 staff. Additionally, NIPS is in discussion with the DHSSPS and others regarding healthcare provision for female prisoners. These discussions are on-going.	Project Group Inaugural meeting held in April 05 Two psychiatric nurses have been recruited to work primarily with female prisoners and are expected to take up post in June 05.	

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9.8	Gov	There should be a clear policy underpinned by written procedures about the management and supervision of a mixed population of women prisoners, including children, at Ash House. (HP50)	Yes	Policy Manager / Hydebank Management Team	A schedule for the development of policies effecting women prisoners has been drawn up and is being taken forward. This process will be expedited with the appointment of a policy lead.	Recruitment process underway	Progress to be monitored monthly
9.9	Gov	The conduct of adjudications should be reviewed to ensure that: adjudicators make a full written account of the evidence on the record and demonstrate that full inquiries are made; charges are not brought against women and girls for acts of self-harm or associated with self-harm; and punishment levels are reduced. (HP51)	Yes	Hydebank Management Team	The conduct of adjudications across the NIPS will be reviewed and amendments made to the adjudications manual and standards as required Charges will not be brought against women and girls for acts of self-harm or associated with actos of self harm. Punishment levels have been reduced. The Governor reviews the adjudication register each month.	To be reviewed by Autumn 05	
9.10	HQ	Sufficient activity places should be provided to keep all women who are able and willing actively involved in useful occupation. (HP52)	Yes	Director of Operations	A review of activity places for women began 14 March 2005. In the interim, it has been agreed to appoint 3 additional full time teachers and 2 VT instructors for Hydebank Wood and recruitment is taking place. The exact number of extra places is not yet known. However, we hope to be able to quantify this after the review is completed in May.	Review to report by May 2005.	

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9.11	HQ Estate Mgt	Integral sanitation should be provided for all women prisoners, and until then other methods of allowing genuine 24 hour access to lavatories should be explored such as allowing free access to locked down spurs. (HP53)	Yes	Estate Management/ Ash House Manager	<p>A feasibility study to identify options and costs has been completed. This will facilitate the design and procurement of the works. It is likely this will encompass a range of upgrades and alterations (integral sanitation; safer cells; anti-ligature fittings) which will be delivered at the earliest opportunity (circa spring 2006).</p> <p>In the interim, suitably risk assessed prisoners can utilise privacy locks.</p> <p>The privacy locks are an integral part of the locking system fitted in Ash. All cells are fitted with these privacy locks. They are not currently in use. They will be used as a regime enhancement. They are operated by a key fob that can be programmed to only open one room.</p>	Feasibility study completed – the extent of the works and existing infrastructure will determine duration – delivering circa spring 2006.	
9.12	HQ Gov	A full analysis of the offending behaviour needs of women prisoners in Northern Ireland should be undertaken, with an assessment of how those needs would best be met. (8.16)	Yes	Psychology Services	A gender specific needs analysis began on 7 March 2005. Questionnaires have been drafted and interviews have begun	Needs analysis to be completed by June 2005.	
9.13	HQ Gov	An analysis of the reintegration needs of women prisoners in Northern Ireland should be undertaken and appropriate services provided. (8.22)	Yes	HQ Resettlement Branch / Hydebank Inmate Services Governor / Probation	Work to analyse the reintegration needs of women commenced in April 2005 and full implementation of its accepted findings is expected by September 2005	Implementation by Sept 2005	

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9.14	HQ (PEG)	Women should be transported in clean vehicles separate from men and young male offenders and attention should be paid to their individual needs. (1.4)	Under review	Governor PEG	The schedule for cleaning vehicles has been amended. Vehicles are now cleaned each afternoon. Where practicable females will be transported in separate vehicles. The longer term arrangements are due to be reviewed over the summer.	Implemented Jan 05	
9.15	HQ (PEG)	Women should be provided with information about Ash House while at court. (1.5)	Yes	Ash staff/PCPU	A leaflet providing general information for prisoners at court is in production and will be distributed in May 05. A further document, providing information specific to Hydebank Wood Prison is in preparation.	To be available May 05	
9.16	Gov	The prison should ensure that all prisoners are seen by a member of healthcare on their day of arrival (1.14)	Yes	Healthcare	Procedures have been reviewed and all women are seen by a member of healthcare on their day of committal. An extensive health screening form is completed and placed on their medical file. Committals arriving on Fridays after the GP has finished are seen on the Saturday morning by a GP.	Review completed Mar 05	
9.17	Gov	A formal first night procedure should be developed. Staff should identify any immediate concerns and record what action has been taken to address these. They should also confirm that prisoners have had the opportunity to make a telephone call. (1.15)	Yes	House Manager / Policy Manager	Revision of first night procedures began in March 05. Consultation groups within the prisoner population are being set up and advice has been sought from other UK jurisdictions. All female prisoners and inmates are given the opportunity to make a telephone call on their first night and this action is recorded.	First night procedure review to report May 05	
9.18	Gov	An induction programme should be developed. (1.16)	Yes	House Manager / Policy Manager	Work on an induction programme for females at Hydebank Wood commenced in March.	Due to report May 05	

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9.19	Gov	Until integral sanitation is provided, privacy locks should be fitted to some cells to allow prisoners who are low and medium security risk, access to the landings to use the lavatories after general lock up. (2.8)	Yes	House Manager	All cells are equipped with privacy locks that can be enabled/disabled. Prisoners will be permitted to use privacy locks subject to successful risk assessment. Consultation has started with staff and unions.	On-going	
9.20	HQ Estate Mgt	Private interview rooms should be provided. (2.9)	Yes	Estate Management/ Governor	Additional provision will be made.	To be provided by Jun 05	
9.21	Gov	Policy and procedures for mothers and babies should be developed, including child protection arrangements and links with social services. (2.14)	Yes	Policy Manager / Hydebank Management Team	Expertise in the development of female specific policies is being brought in from HM Prison Service. The individual will be directly accountable to the Director of Operations and progress on policy development will be subject to formal review each quarter from date of appointment.	Recruitment process underway	
9.22	Gov	Pregnant women should be able to use the 'mother and baby' cell if it is not already occupied. (2.15)	Yes	House Manager	Implemented.	Mar 05	
9.23	Gov	Babies should not be locked in cells. (2.16)	Yes	Policy Manager / Hydebank Management Team	Implemented.	Mar 05	

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9.24	Gov	Senior managers should hold regular meetings with prisoners to discuss how to improve relationships and should feed back regularly to staff and prisoners on action points. (2.22)	Yes	Director of Custody	Regular meetings are now held with both staff and prisoners and minutes are circulated to all landings and to staff in the house. Action points are allocated to managers and staff and a system is in place to ensure these are followed through.	Meetings are held monthly	
9.25	Gov	Officers should make active efforts to engage positively with prisoners during association and at other times. (2.23)	Yes	House Manager / Training Manager	A notice to staff, reminding them of their obligations to prisoners, has been issued by the Governor and positive engagement with prisoners is monitored by managers. Training focuses on positive engagement between staff and prisoners in Ash House.	Notice issued Feb 05 – kept under review	
9.26	Gov	All staff at Ash House should receive more in-depth training on the special issues involved in working with women. (2.24)	Yes	Training manager	Gender specific training, including Dealing with Aggression, Mental Health Awareness and Working with Women with Personality Disorders, has now been delivered to 27 of the 44 Ash House staff and further training is scheduled	Gender specific training began in Dec 04 and is expected to be completed by September 05. Refresher training is on-going.	
9.27	Gov	A personal officer scheme should be introduced. (2.27)	Yes	Senior Mgt Team	A personal officer scheme will be introduced	To be In place by summer 05	
9.28	Gov	An independent safer custody committee for Ash House should be established focusing specifically on anti-bullying, the prevention of suicide and the reduction of self-harm. (3.8)	Yes	Director of Custody	A safer custody committee for Ash House is being constituted.	Inaugural meeting expected May 05	
9.29	Gov	A confidential survey should be conducted to establish prisoners' perceptions of safety and their experience of bullying by prisoners and staff. (3.9)	Yes	Director of Custody	Survey scheduled for June 2005.	Jun 05	

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9.30	Gov	All staff should be trained in identifying and responding to bullying. Specific attention should be given to the impact on victims of bullying within such a small community. (3.10)	Yes	Director of Custody / Training Manager	See 9.5 Staff will receive anti-bullying training as part of their personal officer training.	Summer 05	
9.31	Gov	The members of the suicide prevention committee or a representative should attend all meetings. (3.34)	Yes	Committee Chair Person	All committee members and House Managers are now required to attend all meetings.	Implemented Mar 05	
9.32	Gov	A Listener scheme or similar peer support scheme should be developed in consultation with the Samaritans. (3.35)	Yes	N/A	A Listener scheme has been considered in consultation with the Samaritans but due to the small number of female prisoners in custody, none would currently meet the criteria. However this will continue to be monitored and when a sufficient number of suitable prisoners are available they will be trained by the Samaritans. In the interim, a mobile phone linked directly to the Samaritans is available to all prisoners during periods of lock up.		
9.33	HQ Estate Mgt	A free 24-hour direct telephone link to the Samaritans should be available to all prisoners. (3.36)	Yes	HQ Estate Management	Implemented	Installed Apr 05	
9.34	Gov	Prisoners at risk of self-harm should have the opportunity to share cells, subject to the usual risk assessments. (3.37)	Yes	Suicide Prevention Coordinator / House Manager / HQ Estate Management	Mother and baby facilities currently exist on each landing. These will be adapted to provide a shared cell facility by summer 2005. Managers will actively consider prisoners sharing cells based on individual needs and assessment.	To be completed summer 2005	

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9.35	Gov	Prisoner representatives from Ash House should attend the suicide awareness and prevention team meetings. (3.38)	Yes	N/A	Prisoners now attend all suicide awareness and self harm prevention meetings but are required to leave when matters of a confidential personal nature are to be discussed.	implemented Mar 05	
9.36	Gov	Statistics on the incidents of self-harm and the opening of PAR1 forms should be improved and be specific to Ash House. (3.39)	Yes	Suicide Prevention Coordinator	A monitoring system, specific to Ash House, is in place but will be improved to incorporate quarterly a table/graph which indicates the specific trends in self-harm/self-abuse. Analysis will be carried out by suicide prevention committee and BoV.	Wef Apr 05	
9.37	Gov/ Estate Management	Additional safer cells should be provided outside the punishment unit. (3.40)	Yes	Estate Mgt	Work has begun on the provision of 3 additional safer cells which will be available in Summer 2005. (The progression of actions at 9.11 will include the provision of safer cells in the broader context within Hydebank).	Summer 05	
9.38	Gov	Women identified as being at risk should be encouraged to participate in PAR1 reviews and offered the opportunity to provide a written contribution. Other disciplines should be invited to participate, including chaplaincy, education and training staff. (3.41)	Yes	House Manager	This will be included in a full revision of the Service's Suicide and Self Harm policy	Implemented at Hydebank Mar 05	

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9.39	Gov	Where appropriate, the contribution of families and friends to the care of prisoners at risk should be actively considered. (3.42)	Yes	Estate Mgt	Families are now routinely offered the opportunity to attend PAR1 reviews. A confidential line for use by prisoners' families has been installed within the Healthcare Centre and is designed to allow families to disclose specific medical and other confidential mental health information both at the point of committal or where they feel inhibited in disclosing such information in front of others.	To go live in May 05	
9.40	Gov	All staff should be trained in the PAR1 process. (3.43)	Yes	Training Manager	26 managers within the establishment have been trained in PAR1 and cascaded this information to staff. To quality assure and extend the developmental programme a training intervention was prepared and is available on every computer workstation to enable all staff to refresh or upgrade their knowledge or skills gap. See also 9.27	Training for 26 managers completed in Apr 05. Training of other staff ongoing.	
9.41	Gov	Formal investigations should be conducted into incidents where prisoners nearly die to establish what, if anything, the prison could do to prevent a recurrence. (3.44)	Yes	Suicide Prevention Committee	Reviews will be carried out into such incidents across the Service. In Hydebank such incidents are a standing agenda item on the monthly Suicide Committee meeting. To be included in the Suicide & Self Harm policy currently under review.	Implemented Mar 05 review to be completed Jul 05.	
9.42	HQ	A needs analysis should be completed to identify the specialist resources required to support prisoners at Ash House. (3.45)	Yes	Director of Operations	A needs analysis will be carried out. See 9.12	June 05	

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9.43	HQ	Policies for immigration detainees, race relations and foreign national prisoners should be agreed. (3.51)	Yes	Director of Operations	NIPS policies will be developed	Target date for public consultation before 2006. Target date for implementation by Apr 06	
9.44	HQ	Regular monitoring by religion and ethnicity should take place. (3.52)	Yes	Senior Mgt team	Implemented	Mar 05	
9.45	HQ	An equality and diversity committee should be established to oversee race relations, foreign nationals, religion and other diversity issues, and an equality and diversity officer should be appointed. (3.53)	Yes	Policy lead	A local diversity committee has been established. The Law Centre and the Refugee Action Group have been asked to nominate representatives. Additionally, the Law Centre has offered assistance in staff training that is being pursued.	Inaugural meeting scheduled for Apr 05	
9.46	Gov	Women should be able to have visits at separate sessions from the young men at Hydebank Wood and all mixed visits should be individually risk assessed. (3.61)	Under review	Governor	A new visits complex has been opened. While all visits are mixed, some tables are specifically designated for visits to female prisoners and a separate family room is also available. Risk assessments are carried out on an individual basis where factors that might affect the good conduct of a visit or individual safety are known. Separate sessions for females are under consideration.	Opened Dec 04 - new arrangements in place since then	
9.47	Gov	Special family and children's visits should be arranged. (3.62)	Yes	Inmate Services Governor	Arrangements for special family and children's visits in Ash House are now in place. To date 7 special visits have taken place, 6 more are booked and there are 6 outstanding applications	Implemented Feb 05	

RECN O.	DRIVER	RECOMMENDATIONS	ACCEPT YES/NO	FOR ACTION BY	ACTION	DATE FOR ACTION	DATE FOR REVIEW
9.48	Gov	Prisoners should be given full information in a format they are able to understand about how to make an application or complaint. (3.71)	Yes	Services	With the introduction of the Prisoner Ombudsman, information material has been circulated to all prisons regarding making complaints and requests.	Implemented Apr 05	
9.49	Gov	A formal system to allow prisoners to make confidential complaints and applications to the governor should be introduced. (3.72)	Yes	N/A	A formal system is now in place and is enshrined in Prison Rules. However, prisoners will be reminded of the request and complaints procedure as above.	Implemented Apr 05	
9.50	Gov	Responses to complaints should be addressed to the prisoner. (3.73)	Yes	N/A	Prisoners are now given personal copies of the formal response to their complaints addressed specifically to them.	Wef Mar 05	
9.51	Gov	Applications and complaints should be analysed and monitored for patterns or trends. (3.74)	Yes	Deputy Governor / House Manager	Applications and complaints are monitored separately. The House Manager will analyse patterns and trends and provide relevant statistics to management on a quarterly basis.	First report to be considered in Jun 05	
9.52	Gov	There should be comprehensive risk assessments before locating prisoners and children within Ash House to ensure their safety. (3.86)	Yes	Child Protection Officer	Subject to any change in legislation, the House Manager in conjunction with the Duty Governor will determine the location of children on committal. A full risk assessment of continuing location will be completed on a multi-disciplinary basis within 72 hours of committal.	Implemented Apr 05	
9.53	Gov	Representatives from Ash House should attend the child protection committee meetings. (3.87)	Yes	Child Protection Officer	See 9.31	Implemented Mar 05	

RECN O.	DRIVER	RECOMMENDATIONS	ACCEPT YES/NO	FOR ACTION BY	ACTION	DATE FOR ACTION	DATE FOR REVIEW
9.54	Gov	A safeguarding committee should be introduced to coordinate child protection, suicide and self-harm and anti-bullying in relation to girls under 18 years. (3.88)	Yes	Child Protection Officer	Membership of a Safeguard Committee has been agreed.	inaugural meeting to be held on 26 May 05	
9.55	Gov	The child protection policy should be reviewed to take account of the different and specific child protection considerations applicable to women and girls. (3.89)	Yes	Child Protection Officer	The Child Protection policy is currently being reviewed to take account of the different and specific child protection considerations applicable to women and girls and has been given a high priority.	Review of policy began Feb 05	
9.56	Gov	The safeguarding committee should routinely monitor all three aspects of safeguarding to ensure that any concerns regarding the location of children with adult women are identified and acted on. (3.90)	Yes	Child Protection Officer	See 9.53 The chair of the Safeguard Committee will attend risk assessments. The committee will specifically review safeguarding with regard to female prisoners. Terms of reference will be agreed at inaugural meeting	Wef May 05	
9.57	HQ Healthcare Directorate Gov	A specific health needs assessment should be undertaken for the prisoners at Ash House to ensure that the correct range of services is provided. (4.14)	Yes	HQ Healthcare Directorate	This will be carried out in the current financial year. Consideration is being given to the method to be used	To be completed by Mar 2006	
9.58	HQ Estate Mgt Gov	The healthcare centre should be adapted so that both men and women can be cared for in suitable separate accommodation. (4.15)	Yes	HQ Estate Management	Plans have been drawn up to provide separate accommodation for men and women in the Healthcare Centre.	Project completion estimated by 31 Mar 06	

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9.59	Gov	All healthcare staff should have resuscitation training, including emergency childbirth, at least annually. (4.16)	Yes	Training Manager / Healthcare Manager	All Healthcare staff are trained in Basic Life Skills including resuscitation. Training is refreshed at least annually. Contact has been made with the Director of Women and Child Health at a local Trust Hospital and she has undertaken to take forward provision of the training for emergency childbirth/baby resuscitation.	On-going	
9.60	Gov	The well woman clinic should involve and be open to all women in Ash House. (4.17)	Yes	Healthcare Manager	The clinic has been extended to include all females.	Dec 04	
9.61	Gov	Secondary dispensing of medications should end and medications should be administered from a secure environment. (4.18)	Yes	Healthcare Manager	Implemented	Dec 04	
9.62	Gov	The range of activities should be linked to a resettlement needs analysis. (5.11)	Yes	HQ Inmate Services Manager / HQ Resettlement Manager	This will form part of the new induction process and be integrated into resettlement planning	Jun 05	

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9.63	Gov	There should be a more varied educational curriculum. (5.12)	Yes	Inmate activities	<p>At the time of the inspection the following classes were being provided to women in Ash House:</p> <ul style="list-style-type: none"> • Literacy • Numeracy • ESOL (English for Speakers of Other Languages) • ICT • OU short courses • 'A' Level Psychology • Cookery • Craft • Leathercraft • Art • Music <p>Further additional classes in the following are now offered :</p> <ul style="list-style-type: none"> • Aromatherapy & massage • Oriental dancing • Poetry • Drama • Duke of Edinburgh Award • Art Therapy • FOCUS (Level 2 gym instructor) • Star awards (weightlifting) 	commenced Mar 05	

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9.64	Gov	Access to the library should be at least twice a week. (5.13)	Yes	N/A	Access to the library is now available more than twice a week. A full audit of access will take place.	Audit commenced Apr 05	
9.65		Education, work and vocational skills training should provide prisoners with opportunities to gain useful qualifications. (5.19)	Yes	Activities Branch	<p>The majority of education, work and vocational skills training already provide qualifications.</p> <ul style="list-style-type: none"> • Essential skills (Lit./Num. & ESOL) are accredited at the appropriate level through CCEA. • ICT CLAIT is accredited through OCR. • From w/c 14 March Horticulture includes City & Guilds Skills testing. <p>We will consider how this might be extended to other activities.</p>	Delivery of NVQs in Horticulture will be available in 2006	
9.66	Gov	Prisoners should be able to attend services on a Sunday or Saturday evening if they wish to do so. (5.33)	Under review	N/A	The Chaplains fully consulted with female prisoners prior to and following their transfer. The female prisoners were offered a service on a Saturday evening or Sunday but preferred to have an extended service on a Wednesday. In addition pastoral visits by Chaplains do take place on a Sunday. This matter was also discussed and sanctioned by the Heads of all Churches. This has recently been reviewed and will continue to be kept under review by the Chaplains and Headquarters.	On-going	

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9.67	Gov	Prisoners should have exercise in the fresh air everyday. (5.38)	Yes	House Manager	Prisoners have exercise in the fresh air and work in the gardens on a daily basis. A new exercise yard is being built that will provide additional opportunity for exercise in fresh air. Detailed records will be kept.	New yard to be completed by Jun 05	
9.68	Gov	Routine full body-searching of prisoners entering and leaving visits should stop. Strip searching of prisoners should take place only for sound security reasons based on an individual risk assessment. (6.7)	Yes	House Manager	Routine full searching ceased 14/12/04 once the new visits complex opened; our current search procedures are in line with NIPS Search Strategy which applies to all prisoners across all establishments.	Routine full searching ceased 14/12/04	
9.69	Gov	All prisoners at Ash House should be provided with an individual copy of the rules and procedures, and these should also be displayed on each landing. (6.8)	Yes	House Manager	Individual copies of the rules have been given to each female prisoner. Additional copies are available both in Ash House and the library.	Mar 05	
9.70	HQ	Girls under 18 years should be represented at adjudications by an independent advocate.(6.20)	Yes	Governor	A Governors instruction to the affect that ll adjudications involving girls or juveniles under 18 should be held in the presence of an independent advocate. Such advocates should be members of the Visiting Committee, chaplain or other responsible adult available to attend.	Mar 05	
9.71	Gov	Punishments of cellular confinement should not be accompanied by loss of privileges	Yes	N/A	Awards should be appropriate and proportionate to the offence committed. Cellular confinement will not automatically be accompanied by loss of privileges. Adjudications are carried out according to the Adjudication Manual and the published standard	Review of Adjudication Manual by Nov 05	

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9.72	Gov	The punishment and care functions currently on A1 landing should be entirely separate. (6.22)	Yes	Estate management	See 9.37. The provision of 3 safer cells in Ash House will reduce the use of such cells on A1. The progression of work on 9.11 will also have a bearing.	Summer 2005 (safer cells in Ash). Wider work to be delivered Spring 2006.	
9.73	Gov	Cells on A1 should be heated to an acceptable level and the temperature checked regularly. (6.23)	Yes	Trades Governor / House Manager	Trades will carry out regular inspections. House manager will insure that any faults are recorded and reported immediately.	On-going	
9.74	Gov	Accurate collated records should be kept of all occasions when women and girls are held in unfurnished cells and in anti-suicide dresses. These should be used only in extreme and exceptional circumstances. (6.24)	Yes	House Manager	Prisoners will only be held in unfurnished cells and in anti-suicide dresses in extreme and exceptional circumstances where they pose a risk to their own safety. The House Manager will maintain a register that will be reviewed by the Governor and Visiting Committee on a monthly basis	Feb 05	
9.75	Gov	Prisoners on A1 should have access to most regime activities, including library, education, work and religious services, unless there are overriding security issues. (6.25)	Yes	N/A	Prisoners on A1 now have access to activities, library, education and religious services.	Implemented Jan 05.	
9.76	Gov	Senior managers should receive and analyse regular monitoring information about patterns of the use of the segregation unit, use of force and use of special unfurnished accommodation, which should be authorised at an appropriate managerial level. (6.26)	Yes	Director of Custody	Monthly statistics are now produced for the Governor and BOV and reviewed and analysed by the Senior Management Team on a monthly basis	Wef Apr 05	

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9.77	Gov	A new incentives and earned privileges scheme appropriate to meet the needs of prisoners at Ash House should be introduced. (6.34)	Yes	Director of Custody	A review of the PREPS Scheme has commenced.	To report May 05	
9.78	Gov	Standard level prisoners should have televisions. (6.35)	Yes	N/A	Implemented.	wef Feb 05	
9.79	Gov	Prisoners on the same incentives scheme level should have access to similar privileges regardless of location. (6.36)	Yes	N/A	Prisoners do have access to similar privileges regardless of location, unless the risk assessment directs otherwise. The IEP scheme will be standardised throughout the Service.	Wef: May 2005	
9.80	Gov	Prisoners at risk of self-harm and suicide should not be placed on the basic level of the incentives scheme and should be managed according to their individual care plans. (6.37)	Yes	N/A	Prisoners at risk of suicide and self-harm will not lose earned privileges unless it is to protect their own safety e.g. provision of a TV where the cable might be used as a ligature.. This will be included as part of the review reporting in May.	Wef: May 05	
9.81	Gov	Surveys should consider the specific dietary needs of prisoners at Ash House. (7.7)	Yes	HQ	A survey has been completed and menus will change to reflect the outcome of the survey	Survey completed Apr 05	
9.82	Gov	Catering and tuck should be a standing agenda item at the meeting between prisoners and senior managers responsible for Ash House. (7.8)	Yes	Management Team	Catering and Tuck is now discussed at every monthly prisoner/management meeting. However, it is now included as a formal standing item on the agenda.	Mar 05	

REC NO	DRIVER	RECOMMENDATIONS	ACCEPT YES/NO	FOR ACTION BY	ACTION	DATE FOR ACTION	DATE FOR REVIEW
9.83	Gov	There should be a specific local resettlement strategy for women and girls, based on a needs analysis, with an action plan to ensure that all staff at Ash House is aware of their resettlement responsibilities. (8.5)	Yes	Resettlement Manager	A Resettlement Strategy specific to women and girls will be developed. In the meantime, the current Resettlement Strategy will be revised to take account of the needs of female prisoners	Revision to be complete by May 05	
9.84	Gov	Separate resettlement plan arrangements and reviews involving residential staff from Ash House should be put in place for women and girls. (8.11)	Yes	N/A	See 9.84 Residential staff will be included in resettlement plans and reviews put in place for women and girls	Wef: Apr 2005	
9.85	Gov	Resettlement plans should have clear achievable targets and identified staff including Ash House officers should be involved in helping to ensure that targets are met. (8.12)	Yes	Resettlement Manager / Ash Manager	Resettlement Policy Review will include the need to have clear achievable targets	Wef: April 2005	
9.86	Gov	Information on how to get advice on housing, benefits, employment and other reintegration matters should be provided and advertised to all prisoners. (8.23)	Yes	Resettlement Manager	Staff training on providing housing advice took place in Mar 05. In addition, the Service will be installing touch-screen computers to provide prisoners with on-line access to information on employment, benefit and accommodation.	Jul 05	
9.87	Gov	All eligible prisoners, subject to a suitable risk assessment, should have a period of home leave as part of their planned preparation for release. (8.24)	Yes	Resettlement Manager	There are currently 4 different types of temporary release that prisoners can benefit from including pre-release home leave. However there are currently no qualifying prisoners for pre-release home leave. Applications from qualifying prisoners will be considered.		

REC NO	DRIVER	RECOMMENDATIONS	ACCEPT YES/NO	FOR ACTION BY	ACTION	DATE FOR ACTION	
9.88	Gov	Life-sentenced prisoners should have the opportunity to have family-centred visits including the opportunity to show their families where they live. (8.30)	Yes	N/A	It is agreed that life sentenced prisoners should have the opportunity to have family centred and child centred visits within a secure location. These types of visits have been introduced. If the necessary risk assessment and Child Protection issues can be addressed, we could look to provide prisoners with the opportunity to show their families where they live.	first visit in Feb 05 - one further visit since. Monthly visits available on request	
9.89	Gov	A local public protection policy should be agreed that covers the specific arrangements for women and girls at Ash House, including allocation procedures and visits. (8.36)	Yes	Director of Custody	A draft policy has now been drawn up and will be the subject of public consultation.	Consultation scheduled Jul 05	
9.90	Gov	Clear guidance should be issued to all staff making them aware of their public protection responsibilities and the arrangements for reporting to reviews of public protection cases. (8.37)	Yes	Director of Custody / Training Manager	Once the public protection policy has been agreed there will be clear guidance given through training.	Jul 05	
9.91	Gov	There should be adequate healthcare facilities to care for women requiring detoxification. (8.46)	Yes	N/A	Detoxification advice is contained in the NIPS Formulary and a substitute prescribing policy has been agreed.	Policy agreed Jan 05	
9.92	HQ Gov	A separate drug strategy relevant to the needs of women and girls at Ash House should be developed. (8.47)	Yes	HQ Drugs Coordinator	A separate policy is being developed.	Expected by 1 Sep 05	
9.93	Gov	Separate statistics should be kept about the number of women who undergo detoxification. (8.48)	Yes	Healthcare	A statistical analysis is produced by Healthcare.	Implemented Dec 2004	

REC NO.	DRIVER	RECOMMENDATIONS	ACCEPT YES/NO	FOR ACTION BY	ACTION	DATE FOR ACTION	
9.94	Gov	The anti-bullying register should be improved and include details of victims and the outcomes of investigations. (3.11)	Yes	Director of Custody	Under review	To be implemented Jun 05	
9.95	Gov	Notice boards displaying information about individuals should be out of sight of other patients in order to maintain medical confidentiality. (4.19)	Yes	Healthcare / Trades	notice boards relocated.	Mar 05	
9.96	HQ H/care Director/ Gov	The health promotion topics discussed on arrival should reflect the needs of women. (4.20)	Yes	HQ / Healthcare Directorate	Full implementation will await the completion of the health needs analysis. In the meantime, all new committals other than fine defaulters are screened and offered access to the well-women clinic. Fine defaulters are offered a shortened version – see 9.57 & 9.60 above.	Dec 04	