

Maghaberry Prison Inspection October 2005
N.I. Prison Service Action Plan

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Rec No	Recommendation	Accept Y/N	Driver	Action	Target date
9.1	A formal first-night strategy and a comprehensive induction programme should be introduced, involving prisoners as peer supporters and trained officers to ensure that newly arrived prisoners receive all the information and support they need. (HP40)	Yes	GOV	Both a first night strategy and a comprehensive induction programme will be developed and implemented. Specific staff will be selected and trained to deliver the induction programme and Maghaberry will introduce a prisoner listener/peer support scheme.	30 September 2006.
9.2	A new anti-bullying policy should be introduced with a clear responsibility for residential staff to monitor suspected bullies and challenge unacceptable behaviour. The policy should incorporate learning from surveys of prisoners and staff, and include interventions for bullies and support victims.	Yes	GOV	A revised anti-bullying policy, as part of the Safer Custody agenda, has been developed and is being piloted in Bann House. After evaluation the procedures will be introduced to the rest of the establishment. In addition the Scottish Prison Service (SPS) has been commissioned to conduct a full prisoner survey in September 2006 which will encompass anti-bullying and self harm and suicide issues. The learning from this survey will be incorporated into the policy as it becomes available.	Procedures initially rolled out by July 2006. Survey conducted September 2006. Policy revised by December 2006.
9.3	A local suicide prevention policy should be introduced that describes how the Northern Ireland prison Service policy is implemented at Maghaberry, and sets out local procedures and responsibilities for introducing a more supportive and therapeutic response to those at risk of suicide and self-harm. (HP42)	Yes	HQ/GOV	A revised local procedure will be introduced to reflect the needs of the prison population in Maghaberry and will include appropriate supportive therapeutic interventions. Also, the Prison Service Management Board (PSMB) has decided on a twin track approach for the Service in line with the McClelland report. This will include making improvements to the PAR 1 process, whilst, at the same time, developing (by the end of March 2007) a system similar to HMPS ACCT, appropriately tailored to the needs of NIPS. In addition, a Safer Custody group has been established, chaired by the Deputy Governor and improvements have been made to case conferencing procedures. (See also 9.33)	Ongoing. 31 March 2007. Safer Custody Group in place.

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9.4	A personal officer scheme should be developed to encourage residential staff to engage more positively with prisoners and take an active part in the development of resettlement plans, to improve dynamic security, and help ensure that resettlement becomes an integral part of the prison's purpose. (HP43)	Yes (in principle)	HQ	In line with Blueprint programme the Prison Service will develop initiatives to take forward a culture change and, in particular, to ensure that all staff are provided with training in the skills and attributes which Personal Officers should display. Training and familiarisation with resettlement issues will be provided to staff, with the emphasis on the role of the officer in helping prisoners address their offending behaviour in preparation for release.	To be developed in line with Blueprint, as a priority for active engagement.
9.5	The complaints system should be revised to ensure that staff dealing with complaints are trained in informal resolution where this is required; that prisoners are able to take complaints about members of staff to an appropriate senior level in confidence; that impartial investigations take place; and that replies to complaints are monitored for quality. (HP44)	Yes	HQ	A review of the internal complaints system was completed in March 06, and further training, to enhance the skills of staff in managing complaints at the initial stages, will be provided by October 06. A prisoner may make formal complaints about any issue, including mistreatment by staff, using the procedure laid down in Prison Rules, which includes the prisoner's right to seek redress through the Prisoner Ombudsman. Prisoners may also approach a member of the IMB and discuss any issue confidentially. Investigations against staff are completed following the required procedures laid down in the COCD for staff. Complaints will be monitored at a local level and at PSHQ.	Training to be provided by October 2006.
9.6	The kitchen should be fully refurbished or replaced. (HP45)	Yes	HQ	Options for the replacement of Maghaberry kitchen are under active consideration. A final list of options has been agreed and capital costs are being prepared for inclusion in an outline business case. Discussions with contractors are ongoing.	Work scheduled for completion by October 2007.
9.7	Sufficient activity places should be provided in work, education and training to provide an active day for all prisoners, including those on separated wings. (HP46)	Yes	HQ/GOV	Initiatives are currently being developed to provide additional constructive activity places, including the redevelopment of the workshops and reviewing the length of the working day. A second classroom is being provided in each of the separated houses. However, the scope is inevitably constrained by funding and space available. A pilot programme will be implemented in September 2006 to provide vocational skills training to help address the needs of the high turnover of short sentenced prisoners.	Pilot programme in place by September 2006.

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9.8	Management of movements should improve so that prisoners reach their work and education places on time and remain for the published duration. (HP47)	Yes	GOV	PSHQ conducted an audit in February 2006. An activity co-ordinator has been appointed in support of the movements Senior Officer to comply with this recommendation.	Actioned.
9.9	Comprehensive analysis of prisoners' experiences and access to regime activities and services by religion and ethnicity should be established to monitor and help promote and ensure equality of outcome. (HP48)	Yes	HQ/GOV	A Senior Officer has been appointed to fulfil the role of Equality & Diversity Officer and a method of monitoring statistics will be developed. An Equality and Diversity Policy is being drafted.	Policy & procedures drafted by October 2006.
9.10	A comprehensive strategy for managing life-sentenced prisoners in Northern Ireland should be developed which ensures that risk factors are identified at an early stage, that prisoners are able to address these before their tariff expiry, and that they have the opportunity to engage in purposeful activity during their sentence, and progress to less secure conditions as their risk diminishes. (HP49)	Yes	HQ/GOV	A comprehensive review of the management of life sentence prisoners will be published shortly. This will include a detailed action plan to address the issues raised in this recommendation. In addition to current facilities in Martin House, Management are considering opening A, B & C landings of Mourne House for life sentenced prisoners.	Review of Life Sentenced Prisoners published by July 2006.
9.11	Case management and quality assurance processes should be introduced to ensure that targets set in resettlement plans are implemented and regularly reviewed with the full involvement of the prisoner. (HP50)	Yes	GOV	The Governor of Inmate Services will conduct a review of policy and develop an action plan. Local policy will be quality assured by PSHQ.	Review to be completed by December 2006.
9.12	Prisoners should be interviewed in private by reception officers who are able to engage confidently with prisoners and identify and assess individual risks and needs. (1.30)	Yes	GOV	Estate Management will take this project forward and will submit recommendations to Maghaberry Management for their approval. The erection of two booths, with seating facilities, within the Reception area to Perspex facilitate private committal interviews is one of the options being considered.	Recommendations submitted by June 2006.
9.13	Prisoner should be given information, in reception or on their first night, in a form they can understand about what to expect in their first 24 hours in custody. (1.31)	Yes	GOV	A Principal Officer has been appointed to produce a short information booklet for prisoners. Induction information will be made available in several languages and advice is currently being sought from other agencies. Induction information will also be made available via the use of television screens in Reception and multi-lingual headphone sets will be provided for foreign nationals.	All information in place by 30 September 2006.

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9.14	Refreshments, as well as means to pass the time in holding rooms, should be provided in reception. (1.32)	Yes	GOV GOV	Televisions will be installed in the holding rooms in the Reception area. Newspapers and hot drinks will be made available for new committals in the Reception area.	31 May 2006.
9.15	All prisoners should be given the opportunity to shower and make a telephone call on the day of their arrival, and this should be recorded. (See also main recommendation HP40) (1.33)	Yes	GOV	All newly committed prisoners will be given the opportunity to shower on the day of their arrival. Telephones are being installed in Reception, and all prisoners will be given the opportunity to make a telephone call on the day of their arrival.	31 May 2006.
9.16	Night staff should be aware of the location and needs of new prisoners.	Yes	GOV	All new prisoners are centrally located on the committal landing. A cell location plan will be completed each evening to ensure night staff are aware of the location of new committals, this will be greatly enhanced with the introduction of PRISM from November 2006 onwards. In addition, the Governor, in conjunction with Healthcare, has introduced a robust, documented, medical committal screening process. Information concerning mental health needs are highlighted and passed to all staff. This is displayed in residential areas in the form of healthcare markers.	PRISM to be introduced November 2006. Actioned.
9.17	The square houses should be replaced as part of the Northern Ireland Prison Service Estate review. (2.24)	Not in the short term.	HQ	The Service shares the Inspectorate's analysis, and the Strategic Estate Review includes an assessment of the existing square houses and the scope for future development within Government wide funding constraints. However, given the increasing prisoner population and the need to provide additional accommodation for prisoners and plan for the replacement of Magilligan, the replacement of the square houses can only be a long term objective.	To be taken forward in the Service's wider estate strategy and within Government funding constraints.
9.18	Cells on Bush and Roe designed for one prisoner should not be shared. (2.25)	No	HQ	A cell sharing review was conducted in February 2006. Due to the increasing prisoner population and subsequent need for cell sharing, it is not possible to guarantee that cells in Bush and Roe House will not be required for cell sharing. However, additional accommodation is being planned as soon as possible in the form of a ready to use (RTU) block built on the Mourne House site.	The situation will be kept under review to ensure that cell sharing is kept to a minimum.

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9.19	Some opportunities should be introduced for prisoners, particularly new committals, to eat together. (2.26)	Yes	GOV	Additional tables have been provided in the dining hall of Roe House and new committals will be given the opportunity to eat together. In-workshop dining will also be introduced.	31 May 2006. 31 August 2006.
9.20	Staff should actively patrol landings and communal facilities whenever prisoners are unlocked. (2.27)	Yes	GOV	The whole issue of more active engagement between staff and prisoners is high on the Service's agenda in the Blueprint context. In the meantime, the Governor will review the current staff profile and promote dynamic security through existing staff forums.	Completed in line with Blueprint.
9.21	Glen House should not be used for women prisoners. (2.28)	Yes	HQ	Glen House is presently occupied by the Vulnerable Prisoner Unit (VPU). There are no plans to bring it into use for female prisoners.	Actioned.
9.22	Adequate screening of all cell toilets should be installed. (2.29)	Yes	GOV/HQ	Estate management have evaluated the different methods available for screening off in-cell toilets and options have been submitted to Maghaberry Management for decision.	Proposals agreed by May 2006, though implementation would have to be phased.
9.23	Broken telephones should be replaced. (2.30)	Yes	GOV	The contract for prisoner pay phones was transferred to BT in December 2005. All telephone handsets have been replaced or repaired, and additional telephones have been installed in the establishment.	Actioned December 2005.
9.24	Additional interview rooms should be provided for Erne House. (2.31)	Yes	GOV	Estate Management have provided detailed drawings for approval to Maghaberry Management and will seek agreement with the Director of Operations to include this item on the agreed project list.	Proposals agreed by May 2006.
9.25	Recreational facilities should be improved. Damaged pool tables should be repaired or replaced. (2.32)	Yes	GOV	Residential Principal officers have been tasked to review current recreational facilities available to prisoners. Damaged pool tables have been repaired and a contractor will be contacted immediately any further damage is discovered.	Review completed by 31 May 2006.

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9.26	Monthly minuted house meetings should be introduced between prisoner representatives and staff. (2.33)	No	GOV	Past experience has shown this practice to be divisive in the Northern Ireland context. Maghaberry promotes engagement with prisoners on an individual basis and prisoners are consulted on initiatives. The issue of active engagement between staff and prisoners is high on the Prison Service agenda, and is being addressed in the context of Blueprint.	
9.27	Positive efforts through training and management commitment should be made to encourage and support staff to engage actively with prisoners, including during association periods. (2.39)	Yes	GOV	A Corporate Training Needs Analysis will be carried out during 2006/07 which will identify the training required to enable staff to engage with prisoners at all levels. The Governor will promote dynamic security through existing staff forums.	30 June 2006.
9.28	Weekly entries in prisoners' files should record progress against resettlement and sentence plans and significant incidents in the prisoner's or his family's lives, as well as recording custodial behaviour. (2.43)	Yes	HQ	The PREPS system has recently been reviewed to facilitate recording resettlement and sentence plan progress on a weekly basis. This will be monitored by a Principal Officer.	Actioned.
9.29	A survey of prisoners' perceptions and experiences of bullying should be carried out to inform the development of local policy and strategy. (see also main recommendation HP41) (3.16)	Yes	GOV	A prisoner survey is being conducted by SPS in September 2006. This will incorporate issues of bullying.	Survey conducted September 2006.
9.30	Bullying information reports should be opened in all cases of suspected bullying. Managers should ensure there is effective daily monitoring of suspected bullies. (3.17)	Yes	GOV	A residential Governor will be appointed to oversee and monitor the introduction of the revised anti-bullying policy.	31 July 2006.
9.31	Monitoring information about bullying should be improved, to enable managers to develop a profile of this behaviour. (3.18)	Yes	GOV	Current procedures will be modified to enhance sharing of information in relation to profiling bullying behaviour. The Anti-Bullying Monitoring Board will table an agenda which will include profiles of prisoners under review.	31 July 2006.
9.32	All staff working directly with prisoners should receive training in the anti-bullying training strategy. (3.19)	Yes	GOV	Staff will be provided with anti-bullying awareness. Managers will receive training in monitoring procedures and this will be cascaded down. This will be identified within the Corporate Training Needs Analysis.	31 October 2006.

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9.33	A greater range of disciplines should be represented at the self-harm and suicide prevention meetings, and should also be involved in planned PAR 1 reviews. (3.35)	Yes	GOV/HQ	A new Suicide & Self Harm Policy is being developed. This will include a clear requirement for multi-disciplinary meetings to be held within 24 hours of a vulnerable prisoner being identified. In the meantime, the Governor of Inmate Services has been appointed to make amendments to the local policy to define the role and responsibilities of those required to attend case conferences. In addition, all PAR 1 reviews will be scheduled for specific days, to enable planned attendance (see also 9.3).	New policy developed by September 2006. Current local Policy amended by June 2006.
9.34	A Listener scheme should be established with access to Listener suites, and Listeners should participate in self-harm and suicide-prevention meetings. (3.36)	Yes	GOV	Trained listeners will be transferred to Maghaberry from Magilligan, on a voluntary basis, to encourage and facilitate the development of a listener scheme. Due to accommodation pressures in the square houses it has been agreed that safer cells will initially be fitted in the SSU, Healthcare and Mourne House. A review of prisoner involvement at self-harm and suicide meetings will be undertaken in accordance with the McClelland Report. Listeners will be encouraged to participate in the meetings.	Completion of installation of safer cells by November 2006.
9.35	There should be improved monitoring and analysis of incidents of self harm. (3.37)	Yes	GOV	A Principal Officer has been appointed to review the current arrangements and develop a meaningful, local, shared statistical information system to analyse the frequency of incidents of self-harm. Any trends or patterns identified will be raised at meetings of the Safer Custody Group and appropriate action will be taken.	Systems in place by 30 May 2006.
9.36	Senior managers should make regular quality checks of PAR 1 procedures. (3.38)	Yes	GOV	The Safer Custody Group will monitor the consistency and standards of all PAR 1s. A compliance manager has been appointed to review standards quarterly and report the findings to the Governor of Inmate Services.	31 May 2006.
9.37	All use of special accommodation and strip clothing for prisoners at risk of self harm should be recorded. (3.39)	Yes	GOV/HQ	NIPS accept that dry cells will be classified as special accommodation. With immediate effect, all use of special accommodation, including dry cells, will be recorded. These proformas will be included in Chapter 8 of the Security Manual.	New forms available for use by 31 May 2006.

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9.38	There should be a periodic review of recommendations from previous death investigations, to ensure that changes to practice are being sustained. (3.40)	Yes	HQ	Recommendations from investigations into deaths in custody and Coroners Inquests are discussed at Suicide Prevention meetings attended by the Suicide Management Co-ordinators from each of the three establishments. Action plans are circulated to other establishments for information and to ensure consistency of procedures.	Actioned.
9.39	To minimise delays, the emergency procedures for entering cells at night should be improved. (See also main recommendation HP42) (3.41)	Yes	GOV	Cell keys are currently located in a "break glass" in the secure pod of each residential area and are readily accessible in the event of an emergency. However, existing emergency night unlock procedures will be reviewed with a view to reducing the average response time to within 90 seconds of an alarm being raised. To date, 82 newly recruited Night Custody officers have been trained in these procedures as part of their induction training.	Review completed by 31 May 2006.
9.40	All staff should receive relevant training in cultural, racial and diversity issues. (3.50)	Yes	HQ/GOV	A diversity policy is currently being developed. Managers will be trained in Equality and Diversity issues, and this will be cascaded down to all staff in the form of in-house training.	Policy drafted by October 2006 and training will follow.
9.41	Foreign national prisoners should be properly identified, regularly consulted, and service provision appropriately targeted. (3.51)	Yes	GOV	A separate nominal role identifying foreign national prisoners will be introduced. HQ is currently developing an Equality and Diversity policy which will include issues pertaining to foreign national prisoners. An Equality & Diversity Officer has been appointed.	Policy drafted by October 2006.
9.42	All complaints alleging discrimination on grounds of race, religion or other improper grounds should be fully investigated, overseen by senior management, and any necessary action taken. (See also main recommendation HP48) (3.52)	Yes	GOVHQ	All complaints of this nature will be dealt with via the existing internal complaints process. However, arrangements will be put in place at a local level to monitor trends in relation to race and ethnicity etc. (see 9.5).	Monitoring arrangements in place by 30 July 2006.
9.43	Sufficient working telephones should be provided to allow prisoners to keep in easy contact with their families. (3.75)	Yes	GOV	The contract for prisoner pay phones was transferred to BT in December 2005. All telephone handsets have been replaced or repaired, and additional telephones have been installed in the establishment.	Actioned December 2005.

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9.44	An accessible and monitored feedback system procedure should be introduced to allow visitors to suggest improvements or complain if necessary. (3.76)	Yes	GOV	The Family Liaison officers will develop and implement a mechanism for visitors to raise complaints or make suggestions regarding existing procedures. The Family Liaison officers will then facilitate feedback sessions for the visitors.	Mechanisms in place by 31 May 2006.
9.45	Closed visits should not be imposed automatically on a single drug dog indication without any supporting intelligence or consideration of alternatives. (3.77)	No	HQ	The current Drug & Alcohol Policy requirement to reduce the supply of drugs into the establishment necessitates the use of a range of initiatives including the use of passive drug dogs. The current procedure is known to have significant benefits in curtailing the supply of drugs. This practice was upheld by Judicial review in October 2005 and has also been supported by the Prisoner Ombudsman. However, as recommended by the recent review of the separated regime, should any visitor not wish to take up the offer of a closed visit they will be permitted to leave whilst the remainder of the party continue with a closed visit.	
9.46	Visits should begin at the published time, and the visitors' reception building should be opened in readiness for visitors. (3.78)	Yes	GOV	The Activity Co-ordinator will be tasked to oversee and manage compliance in relation to visitor service provision.	30 September 2006.
9.47	The capacity of the visits room serving the majority of prisoners should be increased. (3.79)	No	HQ/GOV	Given the limitations on availability of space in the visits complex, this recommendation cannot be implemented. However, the visits room will be refurbished. Advice will be taken from relevant agencies.	Advice sought by 31 May 2006.
9.48	Request and complaint forms and respective guidelines should be available in languages other than English. (3.96)	Yes	HQ/GOV	A range of request and complaint forms in different languages will be provided. Advice is currently being sought from other agencies.	Forms available by 30 September 2006.
9.49	Consultative committees should be introduced. (3.97)	No	GOV	Prisoners are regularly consulted when new initiatives are being considered. NIPS would prefer not to formalise arrangements for consultative committees in the light of past experience, and because of the difficulties that arise where there is not a stable population (see also 9.26).	

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9.50	Complaints and requests should be monitored and evaluated so that any patterns or trends can be identified. (See also main recommendation HP44) (3.98)	Yes	GOV/HQ	Complaints will be monitored at a local level and at PSHQ. Operational Policy Branch, in liaison with each establishment, provides a monthly breakdown of the level of complaints, numbers upheld, trends, and responses to recommendations from the Prisoner Ombudsman. A comprehensive action plan is maintained and updated regularly.	Actioned.
9.51	The internal complaints register and the request register should be properly maintained on all house units, so that a clear audit trail is available. (3.99)	Yes	GOV	Each Residential area maintains a complaints register. A computerised version is also maintained on the EDRMS system. The introduction of PRISM to residential areas of Maghaberry, scheduled for late 2006 onwards will greatly improve this process. In the meantime, Principal Officers will review the current procedures for maintaining the complaints register and ensure that staff document the date on which a complaint is resolved. A compliance manger will monitor processes quarterly.	Actioned.
9.52	Access to healthcare rooms, wherever they are in the prison, should be limited to healthcare staff. (4.50)	Yes	GOV	Access to healthcare rooms is limited to healthcare staff.	Actioned.
9.53	The inpatient beds should not form part of the prison's certified normal accommodation. (4.51)	No	HQ	The in-patient beds in Maghaberry Healthcare Centre are included in Maghaberry's certified normal accommodation because the beds are permanently occupied.	
9.54	Nursing staff should not carry staves. (4.52)	No	HQ	Most nursing staff do not carry staves, and this is preferred situation, but NIPS is conscious of the health and safety of staff. However, the issue will be kept under close review.	
9.55	The skill mix of healthcare staff should be reviewed to ensure that all staff's skills are being used appropriately and to their full potential. (4.53)	Yes	GOV	This is the preferred situation and the skills mix of healthcare staff will be reviewed. However, there are wider issues regarding agreed terms and conditions negotiated with the POA which results in set shift patterns which provide current limitations.	Review to be completed by April 2007.

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9.56	There should be a fair and auditable system for the allocation of continuing professional development. (4.54)	Yes	HQ/GOV	NIPS has appointed a Clinical Governance Manager with effect from 1 April 2006. Requests for continuing professional development are discussed as part of the staff appraisal system and PDPs are agreed with line managers. Priorities are allocated in keeping with clinical developments based on the business needs of the service and pressures arising from public health/community/DHSSPS priorities for health.	Ongoing.
9.57	The number of hours for which GPs attend the prison should be reviewed to ensure that they meet the needs of the population, and that the contract is providing value for money. (4.55)	Yes	GOV/HQ	GP input to primary care procedures is reviewed regularly. Responsibility for commissioning this service will transfer to the Health Service in April 2007.	Transfer to DHSSPS April 2007.
9.58	All clinical records should be made contemporaneously. (4.56)	Yes	GOV	Current arrangements on accessibility are in the process of being reviewed in the context of a new computerised system (Electronic Patient Medical Information System) which is going into each establishment. In the meantime healthcare staff will ensure that records are made contemporaneously.	New IT system introduced by 30 June 2006.
9.59	The applications and triage system that has been piloted on Lagan wing should be adopted on the other wings. (4.57)	Yes	GOV	The Healthcare manager has evaluated a triage system which was initially piloted in Lagan House. This system has now been introduced into all other residential areas.	Actioned.
9.60	Nurses should stop the risky practice of redispensing and/or repacking dispensed medicines. (4.58)	Yes	GOV	A working group has been established under the direction of the Deputy Governor to review current practices.	Review to be completed by 30 June 2006.
9.61	Reviews should take place of treatment times, accessibility to patients and assessments for suitability to be included on the self-medication scheme. (4.59)	Yes	GOV	Healthcare manager and Pharmacist are currently reviewing policy in relation to in-possession medication assessments and treatment times.	Review to be completed by 30 June 2006.
9.62	Prisoners receiving a night-time dose of a medicine should be able to receive the dose at an appropriate time. (4.60)	Yes	GOV	A review of existing procedures will be conducted with the emphasis placed on procedures to facilitate exceptional night-time dispensing.	Review to be completed by 31 May 2006.
9.63	The complicated Cardex system for issuing prescriptions should be discontinued, and a prescription and administration record sheet introduced. (4.61)	Yes	HQ/GOV	The Kardex system was reviewed recently and new arrangements will be introduced. In addition, it is anticipated that the new Healthcare IT system will provide a prescription/administration facility.	New arrangements introduced by 31 October 2006.

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9.64	The method of ordering medications should be revised to ensure a system that has robust auditing to reconcile prescriptions against orders. (4.62)	Yes	HQ/GOV	The new Healthcare IT system will have an agreed prescription form template and the possibility of direct communication to pharmacy will be examined. Prescriptions are individually checked against dispensed items and all dispensed items are recorded centrally. Original prescriptions are held for a minimum of five years.	New IT system introduced by 30 June 2006.
9.65	A repeat slip system for patients who have had their medication written up for 84 days should be introduced. (4.63)	Yes	HQ/GOV	A repeat medication card has been introduced.	Actioned January 2006.
9.66	Nurses should follow the NMC guidelines for the safe administration of medications. (4.64)	Yes	GOV/HQ	Discussions were initiated to resolve this issue but due to other operational priorities these have been adjourned. Access, movement and restrictions impinge on introducing new arrangements but the need to do so is recognised. Best practice in other jurisdictions will be examined.	November 2006.
9.67	Prisoners should be provided with lockers in which to store prescribed medicines. (4.65)	Yes	HQ/GOV	In cell lockers, in which prisoners can store their medication will be piloted at Magilligan. On completion of the trial at Magilligan, and a subsequent evaluation process, lockers will be installed in other prison establishments if found to be suitable for purpose.	Pilot at Magilligan to commence June 2006.
9.68	Formal clinical governance arrangements should be put in place for recording pharmacy interventions, and adverse incidents such as errors. (4.66)	Yes	HQ	All medicines management interventions are noted at the appropriate pharmacy.	Actioned January 2006.
9.69	Smoking cessation services should be introduced. (4.67)	Yes	GOV	Smoking cessation services were introduced throughout Maghaberry in February 2006.	Actioned February 2006.
9.70	The use of strip clothing in healthcare should be recorded in a central register. (4.68)	Yes	GOV	Protocols outlining all aspects of the use of canvas clothing will be written and published. A register recording authorisation of the use of canvas clothing will be maintained in Healthcare and an entry recorded in the Governor's journal. Further to this a proforma for recording the use and authorisation of special accommodation and canvas clothing have been drafted by PSHQ and will be published in the Security Manual by the end of May 2006.	Protocols to be written and published by 30 June 2006. Forms available by 31 May 2006.

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9.71	A wider range of education courses should be offered to meet the needs of more prisoners. (5.12)	Yes	GOV/HQ	The learning and skills facility in the VT area will enable increased work-based Essential Skills, including IT to be delivered. IT, cookery, leather craft and music courses will be offered to life sentence prisoners in Martin House. Plans are being drawn up for educational provision – curriculum, resources, staffing etc - for the new RTU block being built on the Mourne House site. All education courses from pre-entry level upwards will attract nationally recognised accreditation. In the meantime, the present curriculum will continue to be delivered in all areas of the prison and education staff will address assessed individual learning needs.	July 2006. Courses available by March 2006. March 2007. Ongoing.
9.72	More opportunities, particularly essential skills classes, should be provided for remand prisoners. (5.13)	Yes	GOV/HQ	Creating additional accommodation on the ground floor area of the education centre will enable delivery of a range of classes to remand prisoners. Courses will be based on assessed individual student needs, but the emphasis will be on improving levels of literacy and numeracy.	30 September 2006.
9.73	Prisoner movements should be better managed to improve attendance and punctuality at education classes. (5.14)	Yes	GOV	An activity co-ordinator has been appointed in support of the movements Senior Officer to comply with this recommendation (see 9.8).	Actioned.
9.74	Library opening hours should be increased to offer more sessions in the evenings and at weekends. (5.15)	Yes	GOV	Library opening hours will be extended to include Saturday mornings.	31 May 2006.
9.75	More materials for those with learning difficulties should be stocked in the library. (See also main recommendation HP46) (5.16)	Yes	GOV	The existing library stock will be updated to include additions from the catalogue for prisoners with recognised learning difficulties.	31 May 2006.
9.76	Measures should be taken to increase general work opportunities, allowing prisoners to acquire relevant employment skills. (5.22)	Yes	HQ/GOV	Work is ongoing to facilitate the introduction of two additional work areas – plastering & tiling and industrial cleaning. This will provide prisoners with employable skills relevant to the needs of industry. A pilot programme will also be put in place where ongoing assessments in education and work skills will be delivered. It is envisaged that this will become part of the current resettlement strategy. During 2006/07 attention will be placed on generating challenging work places for sentenced prisoners.	Ongoing. July 2006.

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9.77	Remand and separated prisoners should have the opportunity to work. (5.23)	Yes (in principle)	HQ	Ideally all prisoners should have the opportunity to participate in constructive activity. Unfortunately, Maghaberry does not currently have the availability of workshop space and the necessary infrastructure that would be required to meet the needs of 360 remand prisoners. Although separated prisoners are unable to work, they do have the opportunity to participate in a wing based regime including education and programmes and all cell crafts.	
9.78	Prisoners should arrive at their workplaces as scheduled. (5.24)	Yes	GOV	An activity co-ordinator has been appointed in support of the movements Senior Officer to comply with this recommendation.	Actioned.
9.79	Prisoners on the committal wing should have regular access to the gym and other PE facilities. (5.30)	Yes	GOV	Principal officer PEI will conduct a review of the current gymnasium provision and will include weekly committal gymnasium access.	Review to commence 31 May 2006.
9.80	A wider range of accredited courses should be offered. (5.31)	Yes	HQ/GOV	The new courses in plastering & tiling and industrial cleaning which are being introduced will attract nationally recognised accreditation e.g. through AQA and/or City & Guilds.	New courses available 31 July 2006.
9.81	All new prisoners should be asked if they wish to see a chaplain or priest on reception, and should be able to see one within 24 hours if they wish to do so. (5.43)	Yes	GOV	All new committals will be asked if they wish to see a chaplain or priest on reception and their request will be facilitated within 24 hours of committal.	31 May 2006.
9.82	A multi-faith room should be provided. (5.44)	Yes	HQ/GOV	The existing chapel in Maghaberry will be refurbished to meet this requirement. Advice will be sought from other agencies.	Advice sought by 31 May 2006.
9.83	Segregated prisoners in the SSU and vulnerable prisoners located in Lagan House should have access to services at appropriate times and in a location suitable for services. (5.45)	No	GOV	It is not operationally feasible to operate separate services for the various denominations of prisoner in the SSU or VPU. However, prisoners in these areas can see a chaplain of their choice at their request.	
9.84	Prisoners in Martin House should be able to attend relevant services. (5.46)	Yes	GOV	The present arrangements in Martin House will be reviewed. Life sentenced prisoners will be able to attend an appropriate service in a designated room.	30 June 2006.

Rec No	Recommendation	Accept Y/N	Driver	Action	Target date
9.85	Chaplains should not be denied access to segregated prisoners in the SSU, unless there is a serious temporary security emergency. (5.47)	Yes	GOV	Chaplains are not denied access to prisoners in the SSU, unless there is a serious temporary security emergency.	Actioned.
9.86	Prisoners should be escorted to the chapel for pastoral visits when requested by the chaplains. (5.48)	Yes	GOV	Protocols will be established in agreement with chaplains. Prisoners will be escorted to the chapel for pastoral visits when required.	Protocols in place by 30 June 2006.
9.87	Chaplains should be consulted routinely about all prisoners they are involved with, and regularly invited to meetings concerning the strategic management of important aspects of prisoner care, such as suicide and self-harm prevention, anti-bullying, and resettlement. (5.49)	Yes	GOV	A chaplains forum will agree formalised procedures for engagement in case conferences and appoint a representative for particular aspects of prisoner care. These issues have also been addressed in a Service wide review of the chaplaincy which is nearing fruition.	Procedures in place by 30 June 2006.
9.88	More time out of cell should be provided for all prisoners. (5.55)	Yes	GOV	Steps will be taken to ensure that more time out of cell is provided for all prisoners. (see 9.7).	Options available by 31 March 2007.
9.89	Regime activities should start and finish at the published times. (5.56)	Yes	GOV	An activity co-ordinator has been appointed in support of the movements Senior Officer to oversee implementation of this recommendation. (see 9.8).	Actioned.
9.90	Better equipment should be provided in association rooms. (5.57)	Yes	GOV	Principal officer PEI has been tasked to conduct a prison wide review of association equipment. Prisoners will be consulted with regard to making improvements.	Review completed by 31 May 2006.
9.91	Security systems should be flexible enough to recognise and adapt to the fact that most prisoners at Maghaberry present only a medium risk. (6.13)	Yes	HQ/GOV	Improved security risk assessment procedures will be introduced, and specific arrangements for the management of high risk prisoners will be identified. All other prisoners will be treated as medium/low risk.	Procedures introduced by 30 October 2006.
9.92	The prison should introduce less restrictive procedures for moving prisoners around internally, particularly on the separated units, where the arrangements were unnecessarily restrictive. (6.14)	No	HQ/GOV	The recent review of the separated regime identified the need to retain controlled movement, as this is vital to ensure that staff remain in control. There has, however, been limited relaxation of existing arrangements for separated prisoners – the number of prisoners allowed out when the full complement of staff is not available has been increased to a ratio of 4:2 from 4:1 and from 3:0 to 3:1. Movement of separated prisoners to the gymnasium has also been relaxed – prisoner movement is now monitored as opposed to escorted.	

Rec No	Recommendation	Accept Y/N	Driver	Action	Target date
9.93	Prisoners' cells should be searched respectfully and left in a decent condition afterwards. (6.15)	Yes	GOV	Principal officer responsible for SST will conduct a 10% check of all completed SST cell searches to quality assure the condition of the cell following the search. A record of checks will be maintained.	31 May 2006.
9.94	The security department should acknowledge all security reports submitted by staff. (6.16)	Yes	GOV	The Security Governor will review the current procedures. The SIR form will be revised to include an acknowledgement slip to be issued to all staff who have submitted information. A general service grade will be appointed to assist in the process.	31 August 2006.
9.95	Attendance at the security committee should be increased, with greater representation from non-security staff. (6.17)	No	GOV	Due to the sensitive nature of issues discussed at security committee meetings it is not accepted that attendance should be increased to include non-security staff.	
9.96	Decisions on a prisoner's security classification should not be taken by a single officer. (6.18)	Yes	GOV	All security classifications will be recommended by the security team and a final decision will be agreed and signed off by the security manager.	30 April 2006.
9.97	All prisoners should have their security classification reviewed at least annually. (6.19)	Yes	GOV/HQ	All high risk prisoners have their security classification reviewed annually. A high risk review board was conducted in March 2006 and 17 high risk prisoners had their security classification reduced to medium risk. Medium or low risk prisoners can have their security classification reviewed on an individual basis as required. A new prisoner security classification system will be implemented during 2006/07.	Actioned.
9.98	The role, selection, training and oversight of the SST should be re-examined to ensure that that the team operates effectively and respectfully throughout the prison. (6.20)	Yes	GOV	This will be addressed through the Governor's routine group transfers. The recently appointed SST Principal Officer will monitor performance in all areas.	30 April 2006.
9.99	The practice of the SST removing staff's keys from them during targeted searching is unnecessary, and should cease. (6.21)	Yes	GOV	This practice has ceased. Residential staff will remain in charge of landing keys during all searches.	Actioned.

Rec No	Recommendation	Accept Y/N	Driver	Action	Target date
9.100	Punishment ranges for various types of offence should be agreed and published to staff and prisoners, to ensure consistency among adjudicating governors. (6.49)	Yes	GOV/HQ	A standardised scale of punishments for all offences has been developed, as well as advice for adjudicators regarding aggravating and mitigating factors. This will be included in the revised Adjudication Manual.	Internal consultation of the revised Adjudication Manual will be concluded by June 2006.
9.101	Prisoners given a punishment of cellular confinement should have their specific loss of privileges clearly set by the adjudicating governor, with no automatic loss of all privileges. (6.50)	Yes	GOV/HQ	The revised draft of the Adjudication manual states that prisoners awarded cellular confinement will be allowed all privileges, except those that are not compatible with cellular confinement, unless an award of forfeiture of privileges has been awarded (6.12). In such cases, specific privileges lost will be stated. An Instruction to Governors will be produced and published in due course.	Internal consultation of the revised Adjudication Manual will be concluded by June 2006.
9.102	When a punishment of cellular confinement is given, a prisoner should be allowed to contact his solicitor by telephone immediately after the adjudication. (6.51)	Yes	GOV/HQ	The revised Adjudication Manual sets out that prisoners will not automatically lose access to telephones when awarded Cellular Confinement and will have the opportunity to contact their solicitor. Where loss of telephone is awarded, staff will contact the prisoner's solicitor and advise accordingly. Legal visits can be arranged.	Internal consultation of the revised Adjudication Manual will be concluded by June 2006.
9.103	Staff should complete use of force documentation immediately after every occasion when force is used against prisoners, before they go off duty. (6.52)	Yes	GOV	A notice to staff advising all staff of the correct procedures will be issued. Further to this an aide memoir will be produced and issued to all staff. Principal Officer SST will audit compliance. 31 May 2006.	
9.104	Governors who sign off use of force paperwork should, before countersigning it, satisfy themselves that all the documentation is present. (6.53)	Yes	GOV	Governors Order 1.8 will be amended to reflect the necessity of countersigning use of force documents. A compliance manager has been appointed to quality assure the process.	Ongoing.
9.105	All planned use of force interventions should be video-recorded. (6.54)	Yes	HQ/GOV	The Service is currently addressing this requirement in specific areas and further consideration will be given. A training pack is currently being produced to facilitate this requirement and is due to be completed by the end of May 2006. Implementation is subject to ongoing consultation with the POA.	31 May 2006.

Rec No	Recommendation	Accept Y/N	Driver	Action	Target date
9.106	Duty governors should attend all planned cell removals. (6.55)	Yes	GOV	The Deputy Governor will issue new instructions and nominate a Governor to attend all planned use of force incidents involving cell removals.	31 May 2006.
9.107	Special accommodation should only be used for the purposes defined in the Prison Rules, and not following an indication from the passive drug dog. (6.56)	No	HQ	The practice of placing a returning home leave prisoner in a dry cell in the SSU for a period of 48 hours following indication by a Passive Drug Dog was upheld at Judicial Review in July 2004. Prison Rule 47 (temporary confinement) will be amended accordingly.	June 2006.
9.108	All use of special accommodation should be separately authorised by a governor and a doctor, and regular observations should be made by staff at least every 15 minutes. (6.57)	Yes	HQ/GOV	All authorisation and use of special accommodation will be recorded using new forms currently being drafted by PSHQ to be included in the Security Manual.	Forms to be available by end of May 2006.
9.109	All use of special accommodation should be separately logged. (6.58)	Yes	GOV	A proforma has been drafted for the recording of use and authorisation of all special accommodation. These forms will be included in the Security Manual.	Forms to be available by end of April 2006.
9.110	The high-security cell should be decommissioned and sealed off. (6.59)	Yes	GOV/HQ	This high security cell has not been used in its present form since the prisoner for whom it was specially adapted was released from Maghaberry in August 2003. This cell cannot be used without authorisation from PSHQ, and there are no plans to use this cell to hold a prisoner until it has been converted back to normal cell accommodation. .	Actioned.
9.111	There should be greater staff interaction with prisoners held in the SSU. This interaction should be recorded. (6.60)	Yes	GOV	Estates Management have commenced work to refurbish the current SSU building. Improvements to increase recreational facilities will include provision of a gymnasium and common room. Options for recording levels of staff/prisoner interaction will be considered by August 2006.	Work commenced March 2006. To be completed by 31 August 2006. August 2006.
9.112	Prisoners entering the SSU should not be strip-searched without an individual risk assessment. (6.61)	No	HQ	Full searching is considered a necessary protection to ensure that prisoners are not in possession of any contraband when entering the SSU. In particular, prisoners located in the SSU may be under threat of attack from other prisoners and it is essential that security of this area is maintained. Full searching reduces the risk to other prisoners accommodated within the SSU.	

Rec No	Recommendation	Accept Y/N	Driver	Action	Target date
9.113	The SSU should be managed by residential staff, rather than by staff from the SST. All staff should be carefully selected to work there, and their selection should be approved by the governor. (6.62)	No	HQ	All prison officers, whether working in residential areas or as part of the SST, should possess the necessary skills required for prisoner management including interpersonal skills and the use of de-escalation techniques to resolve potentially volatile situations. NIPS agree that there should be a selection process to identify staff who are suitable to work in the SSU, and that specific training should be provided. However, it is not agreed that such staff should necessarily come from residential areas.	
9.114	The reasons behind the high use of force in the SSU should be investigated, and there should be routine analysis of all use of force data. (6.63)	Yes	GOV	The security department will produce a written record of all use of force incidents on a monthly basis. This report will be submitted to the senior management team and PSHQ for analysis.	31 July 2006.
9.115	A means of keeping the SSU clean should be found other than the use of long-term prisoners as orderlies – such as utilising prisoners located in the SSU for their own protection. (6.64)	Yes	GOV	Security Governor has been appointed to review the status of current orderlies. Prisoners on Rule 32 for the interest of their own safety will be considered for employment as orderlies within the SSU in those areas unoccupied by prisoners.	31 July 2006.
9.116	More help and support should be given to prisoners on the basic regime for more than four weeks. Officers should record what targets are required to progress, and show what support has been offered to achieve these. Prisoners should be encouraged to comment on their progress. (6.84)	Yes	GOV/HQ	All prisoners on the basic level of regime will be interviewed after four weeks. The interview will include a progression plan to assist the prisoner in moving up to standard level regime. A written record will be maintained and signed off by both the prisoner and the Principal Officer.	31 May 2006.
9.117	Prisoners on the basic regime should be given an opportunity to use the phone during the evening. (6.85)	Yes	GOV	The Deputy Governor will look at options with a view to allowing time for prisoners on basic regime to make use of the telephone in the evenings.	Review completed by 31 May 2006.
9.118	There should be an equitable application of the scheme for sentenced and remand prisoners. (6.86)	Yes	HQ/GOV	A Service wide review of PREPS was recently completed. It is proposed that where possible, the scheme will be offered on an equitable basis to both sentenced and remand prisoners.	Ongoing throughout 2006/07.

Rec No	Recommendation	Accept Y/N	Driver	Action	Target date
9.119	There should be improved monitoring of PREPS. (6.87)	Yes	GOV	A Corporate review of the PREPS system has taken place and will be implemented across the service during 06/07.	Ongoing throughout 2006/07.
9.120	Meal times should be revised, and the evening meal served after 5pm. (7.5)	Yes	GOV	The Deputy Governor will look at options for implementing this recommendation.	Review completed 31 May 2006.
9.121	All prisoners should be given training in basic food hygiene, and should be provided with appropriate personal protective clothing. (See also main recommendation HP40) (7.6)	Yes	GOV	A Governor has been appointed to conduct a review of training in basic food hygiene. Basic food hygiene training will now form part of the induction process. Computerised training for prisoners is currently being piloted in Lagan House and will be made available to all residential areas. Compliance will be emphasised through health and safety and instructions to Governors.	31 May 2006.
9.122	Food temperatures should be checked at serving points. (7.7)	Yes	GOV	Measures will be put in place to ensure that food is an appropriate temperature when served.	31 May 2006.
9.123	Additional catering staff should be recruited. (7.8)	Yes	HQ/GOV	Steps are being taken to ensure that staffing levels are sufficient to provide adequate service delivery.	Additional staff in place by 31 August 2006.
9.124	A healthy choice of menus should be introduced. (See also main recommendation HP45) (7.9)	Yes	HQ/GOV	Further menu choices will be made available as soon as the catering staff complement is at full capacity. The Catering Principal Officer will review choice of menus and conduct a benchmark exercise with other jurisdictions.	Review completed by 31 May 2006.
9.125	In addition to the annual survey, a forum should be established in which prisoners can be consulted regularly on such matters as items on the shop list. (7.17)	Yes	GOV	Tuck shop manger will conduct a survey of shop provision every six months.	Survey to be completed by 30 June 2006.
9.126	Nationalist families should be able to order newspapers from a shop located in an area in which they feel comfortable. (7.18)	No	GOV	As orders can be placed remotely by telephone and paid be debit card it is not considered viable to set up alternative arrangements which could be some distance from the prison, making management of the delivery and ordering process more problematic.	

Rec No	Recommendation	Accept Y/N	Driver	Action	Target date
9.127	NIPS should seek to ensure that other statutory bodies play their part in the Northern Ireland Resettlement Strategy. (8.8)	Yes	GOV	A number of agencies and voluntary bodies are included in the Multi-Agency Resettlement Steering Group and do engage directly with the Resettlement teams in establishments.	Actioned.
9.128	Maghaberry should extend its resettlement planning strategy to cater more fully for short-term prisoners, remand prisoners and fine defaulters. (8.9)	Yes	HQ/GOV	A wider Criminal Justice review is taking place to consider how fine defaulters should be managed in the future. A pilot programme will be implemented in September 2006 to provide vocational skills training to address the need in respect of the high turn over of short sentence prisoners (see also 9.7). A corporate vocational training and education strategy will be developed which will take account of the needs of remand prisoners during 2006/07.	September 2006.
9.129	Separated prisoners should be involved in resettlement planning. (8.17)	Yes (in principle)	HQ/GOV	The action plan drawn up to address the recent review of the separated prisoner regime includes installing a second classroom and extending the range of educational activity on offer. Separated prisoners will have their resettlement needs routinely addressed in the period prior to their discharge. Separately, life sentence prisoners can/do attend offending behaviour programmes if risk assessments identify a need.	This will be kept under review.
9.130	Short-term and unconvicted prisoners should have a custody plan that specifies how their needs will be met during and after custody. (See also main recommendation HP50) (8.18)	Yes	HQ/GOV	Will be addressed in conjunction with 9.7 & 9.128. Arrangements will be put in place to offer all unsentenced prisoners a custody plan that will take account of their most urgent needs, to be delivered within realistic time scales. Resettlement plans for short term prisoners will take place with immediate effect. Consideration will be given to implementing resettlement plans for unsentenced prisoners later in 06/07.	September 2006. Immediate.
9.131	A detailed strategy should be developed to meet the needs of potential lifers. (8.34)	Yes	HQ	A review of Life Sentence Prisoners has been carried out. A report will be published and an action plan drawn up to take forward the proposals made by the review team.	Report to be published by end of July 2006.

Rec No	Recommendation	Accept Y/N	Driver	Action	Target date
9.132	Life-sentenced prisoners should have their tariffs explained to them by a lifer-reporting governor. (8.35)	Yes	GOV	On receipt of a certified tariff all life sentence prisoners are interviewed by the Life Sentence Governor and their tariffs are explained to them. This is documented by the Lifer Management Unit.	Actioned.
9.133	All stages of life-sentence planning should take place within the required timescales. (8.36)	Yes	GOV	The training unit at Maghaberry will deliver appropriate training, including report writing, to all staff working with life sentence prisoners to ensure that all stages of life-sentence planning take place within the required timescales.	30 September 2006.
9.134	Lifers should be adequately prepared for their annual reviews. They should always be invited and encouraged to attend. (8.37)	Yes	GOV	Meetings will convene on a weekly basis, to conduct the individual life sentenced prisoners annual reviews. Prisoners will be encouraged to attend these meetings.	30 October 2006.
9.135	There should be sufficient work and training to meet the needs of all life-sentenced prisoners. (8.38)	Yes	HQ/GOV	Additional training places will be made available through the refurbishment and expansion of the workshop facilities, though constraints will remain.	31 March 2007.
9.136	All staff working with lifers should receive lifer training. (8.39)	Yes	GOV	A training needs analysis will be conducted to identify any skills deficit. A training programme will be developed to enable staff to foster life sentence support skills.	31 October 2006.
9.137	Lifer groups and lifer days should be introduced. (8.40)	Yes	GOV	A Family Support Officer has been appointed to research a suitable model and benchmark against current provisions.	30 June 2006.
9.138	There should be a clear policy setting out the role and function of Martin House and the pre-release unit, as part of a staged pre-release progression route for life-sentenced prisoners. (8.41)	Yes	GOV	Through multi-disciplinary forum, the life sentence Governor will produce a mission statement and set clear aims and objectives in relation to the function and purpose of Martin House.	30 September 2006.
9.139	Broadly based interventions should be provided that contribute to reducing reoffending by prisoners who are not eligible for offending behaviour programmes – including personal development, education about alcohol and substance misuse, and social skills. (8.51)	Yes	HQ/GOV	A programme of life skills development will be developed and implemented during 2006/07 which will include reintegration into the community, good citizenship, financial awareness and budgeting skills, and dealing with addiction on release from prison.	March 2007.

Rec No	Recommendation	Accept Y/N	Driver	Action	Target date
9.140	Separated prisoners should be permitted to participate in offending behaviour programmes. (8.52)	Yes	HQ/GOV	Separated prisoners are permitted to participate in offending behaviour programmes on completion of a risk assessment supporting inclusion in the course. Psychology do engage with all prisoners including separated prisoners.	Actioned.
9.141	New programmes should be developed to address specific offending behaviours. (8.53)	Yes	HQ	Psychology are currently exploring a Domestic Violence Programme and an Anger Management Programme for Maghaberry. They will also look at Cognitive Behavioural Substance Abuse programmes. A short duration drugs course will be taken forward later this year and a programme dealing with sectarianism is actively being explored as part of a wider good citizenship programme.	Implemented as soon as practicable.
9.142	The drug and alcohol strategy should be updated, and should contain detailed action plans, targets and performance measures. (8.79)	Yes	HQ	A new Drugs and Alcohol Strategy was agreed by the Prison Service Management Board in February 2006. Each establishment will develop a local action plan which sets out how the specific requirements of the policy will be implemented.	Action plan developed by May 2006.
9.143	A strategy leader for the co-ordination of treatment services should be appointed.	Yes	HQ	As stipulated in the revised Alcohol and Substance Misuse policy an addictions service manager with a Health Service background will be appointed to ensure strategic direction, partnership with voluntary agencies, co-ordination of clinical audit and the delivery of therapeutic interventions.	Action plan developed by May 2006.
9.144	Treatment providers should develop joint working protocols and integrated care pathways for prisoners with substance problems. (8.81)	Yes	GOV	The Governor will commission a survey to determine the needs of the client group and review against current service provision.	31 March 2007.
9.145	Prisoners should be informed of available substance misuse services during induction. (8.82)	Yes	GOV	As part of the induction process all prisoners will attend a session delivered by Dunlewey Substance Misuse Team informing them of the substance misuse programmes available to them whilst in custody.	31 July 2006.
9.146	Every prisoner with substance-related needs should receive an assessment within a set timeframe, followed by a care plan. (8.83)	Yes	GOV	Every prisoner will be assessed by Healthcare within 24 hours of committal and prisoners with substance related needs will be identified. Care plans for these prisoners will be developed by Dunlewey Substance Misuse Team within a set timeframe.	31 March 2007.

Rec No	Recommendation	Accept Y/N	Driver	Action	Target date
9.147	The new clinical management guidelines should be fully implemented, and a dedicated substance misuse team established. (8.84)	Yes	HQ/GOV	A dedicated substance misuse team is provided under contract from community sources. Ways to improve links between the Healthcare unit and the community addiction service are being explored. NIPS has appointed a Clinical Governance Manager, with effect from 1 April 2006.	1 April 2006.
9.148	All prisoners, including those on remand and those serving short sentences, should have access to short-duration programmes that focus on alcohol and drug awareness, harm reduction and relapse prevention. (8.85)	Yes	GOV	A programme focusing on harm reduction and the effects of drugs in the community will be developed. This five session programme will be available to all remand prisoners who self refer. (See also 9.139)	31 August 2006.
9.149	A drug-free unit should be established that offers structured support, including voluntary drug testing. (8.86)	No (at present)	GOV	Due to the current population pressures at Maghaberry it is not possible to utilise existing accommodation for this purpose. Any further development of Martin House on the Mourne House site will include drug free landings.	The situation will be kept under review.
9.150	A random mandatory drug testing scheme should be introduced. (8.87)	Yes	HQ	Following amendment of prison Rules the Prison Service will introduce Mandatory Drug Testing (MDT). In February 2006, the PSMB agreed that a Prison Rule should be drawn up to allow for the operational introduction of MDT and consideration is being given to how it will be introduced operationally. Advice is being sought from other agencies.	Enabling power to be granted by end of Business year 2006/07.
9.151	The current 'voluntary' drug testing scheme and its role and structure should be reviewed and revised. Sanctions should not be part of a voluntary scheme. (8.88)	Yes	HQ/GOV	The current Voluntary Drug Testing scheme is being reviewed to strategically standardise the system. However, it will remain linked to the PREPS process and the introduction of MDT will extend the testing programme.	Review to be completed by autumn 2006 and standardised systems introduced in January 2007.
9.152	Development of the NIPS estate should provide accommodation for different security levels to match the needs of the Northern Ireland prisoner population and allow prisoners to make planned progressive moves as part of their preparation for release. (8.95)	Yes	HQ	The Prison Service has finalised proposals for a long term estates review which will include the future accommodation requirement and prisoner needs at Maghaberry. Subject to funding constraints the strategy includes this as an objective. Due to the increasing population demands at Maghaberry an additional RTU block to be built on the Mourne House site.	This will be kept under review.

Rec No	Recommendation	Accept Y/N	Driver	Action	Target date
9.153	All prisoners should be provided with and made fully aware of services available within the prison to aid their reintegration. (8.96)	Yes	GOV	Prisoners will be provided with an information booklet informing them of the various resettlement services available to aid their reintegration.	Booklet available by 31 May 2006.
9.154	Specific opening times and dedicated resources should be established for the throughcare centre, so that prisoners have predictable access to its services. (8.97)	Yes	GOV	A Governor has been appointed to review through care provision and ensure that prisoners are able to access the services on offer.	30 June 2006.
9.155	A personal officer scheme should report fully on prisoners subject to MASRAM processes and/or other high-risk prisoners. (8.102)	Yes	HQ/GOV	The Prison Service has agreed new Multi-Agency Sex Offender Risk Assessment and Management (MASRAM) guidelines to be implemented 1 May 2006 which will clarify the roles of all staff involved in the risk management process.	1 May 2006.
9.156	A comprehensive information booklet should be provided. (1.35)	Yes	GOV	A Principal Officer has been appointed to produce a short information booklet for prisoners. Induction information will be made available in other languages and advice is currently being sought from other agencies. Induction information will also be made available through the use of television screens in the Reception area and multi lingual headphone sets will be provided for foreign nationals.	All information in place by 30 September 2006.
9.157	Graffiti in reception holding rooms should be removed. (1.36)	Yes	GOV	The holding rooms in reception will be refurbished.	Work to be completed by 31 May 2006.
9.158	Prisoners should be asked about their use of alcohol as well as other drugs in their interview with the duty governor. (1.37)	Yes	GOV	This is now part of all Governor committal interviews. Committal forms have been amended to reflect the change. This is also achieved via the new resettlement prisoner needs profile system currently being piloted at Maghaberry.	Actioned.
9.159	There should be better opportunity for new committal prisoners and remand prisoners on Roe House to use the Astroturf facilities. (2.34)	Yes	HQ	The Governor is currently reviewing prisoner access to the Astroturf pitches. Consideration will be given to increasing access for non-separated prisoners from Bush and Roe House.	31 July 2006.

Rec No	Recommendation	Accept Y/N	Driver	Action	Target date
9.160	A visitors' forum should be introduced. (3.80)	No	HQ/GOV	Providing a visitor's forum is something that will be kept under consideration – it is more difficult in the Northern Ireland context. The two family liaison officers are available to discuss issues/concerns with visitors on an individual basis. There is also a corporate resettlement recommendation to create or develop a visitors/family charter during 2006/07.	
9.161	The closed visits facilities should be refurbished. (3.81)	Yes	GOV	The closed visits area will be refurbished.	Work to be completed by 31 May 2006.
9.162	The role of the family support officer should be better advertised within the prison. (3.82)	Yes	GOV	Leaflets explaining the role of the Family Liaison Officers will be issued to prisoners on induction and this facility will be advertised throughout the prison.	Leaflets available by 31 May 2006.
9.163	The healthcare holding room should have appropriate health promotion literature displayed. (4.69)	Yes	GOV	Health promotion literature will be displayed in various forms within the holding area.	Literature available by 31 May 2006.
9.164	Records of professional registrations of healthcare staff should be available locally. (4.70)	No	HQ	For administration purposes the database is held centrally at PSHQ Central Pay Branch. When registrations require renewing, reminder notices are issued by HQ to nursing staff to ensure that all registrations are kept up to date and valid.	
9.165	Healthcare staff should receive training so that they can supervise prisoners using the newly installed gym equipment in the inpatient unit. (4.71)	Yes	GOV	Principal Officer PEI will review current processes and develop training for Nursing staff.	Review completed by 31 May 2006.
9.166	The print quality on drug labels should be of an acceptable standard. (4.72)	Yes	GOV	Healthcare manager and Pharmacist will review and consult with the supplier to effect the necessary changes in labelling.	Review completed by 31 May 2006.
9.167	A signature should be obtained from the patient to confirm receipt of any medication supplied that is intended for self-administration. (4.73)	No	GOV/HQ	This is not practice in the community either at local pharmacy or in a hospital/care home environment. It is considered to be impracticable and time consuming in the prison setting.	

Rec No	Recommendation	Accept Y/N	Driver	Action	Target date
9.168	Copies of injury to inmate forms should be filed for safe-keeping with use of force paperwork. (6.65)	Yes	GOV	Health & Safety will co-ordinate completion of injury to inmate forms within seven days of the incident.	31 May 2006.
9.169	Prisoners should be routinely provided with written confirmation of any punishments, and with information about their right of appeal. (6.66)	Yes	GOV	The revised draft of the Adjudication Manual stipulates that prisoners will be provided with written confirmation of any awards and information on their right of appeal. Prisoners will be provided with an awards sheet.	Internal consultation of the revised Adjudication Manual will be concluded by June 2006.
9.170	The salient points of an adjudication hearing should be recorded on the written transcript. (6.67)	Yes	HQ/GOV	The revised draft of the Adjudication Manual sets out that adjudicators are now required to record the main points of the adjudication on the written transcript.	Internal consultation of the revised Adjudication Manual will be concluded by June 2006.
9.171	The leaflet explaining PREPS should be given to all newly received inmates. (6.88)		GOV	The PREPS leaflet is currently being updated and will be included as part of the induction package at each establishment.	30 September 2006.