

ACTION PLAN: HMCIP REPORT

ESTABLISHMENT: HMP & YOI CARDIFF

TIMETABLE	DATE	STATUS OF THIS RETURN
Unannounced inspection	25 -26 July, 1-5 August 2016	
Report published	13 December 2016	
Action Plan Submitted	13 March 2017	Attached

ACTION PLAN - HMCIP REPORT

ESTABLISHMENT: HMP & YOI CARDIFF

1. Rec. no	2 Recommendation	3. Accepted/Rejected/ Partially Accepted / Accepted Subject to Resources	4. Response Action Taken/Planned	5. Function Responsible/ Policy Lead	6. Target Date
	Main recommendations to the governor				
	Main recommendations To the governor				
5.1	Managers should ensure rigorous and coordinated work to tackle the availability of drugs in the prison. A detailed supply reduction action plan should be implemented and integrated with the drug strategy. (S44)	Accepted	HMP/YOI Cardiff will undertake a review of drug availability within the establishment, ensuring that all partners are involved and including surveys from prisoner forum groups. This will form part of the prison's integrated drug strategy policy. A detailed action plan will be produced and managed through the security meeting processes.	Head of Security	31 May 2017
5.2	Cells should be properly equipped with curtains, toilet screens, lockable cabinets and mattresses. Cells and showers should be properly ventilated. Prisoners should be able to obtain a regular supply of clean clothes and bedding. (S45)	Accepted Subject to Resources	A full review of all cellular accommodation and equipment will be undertaken and costs submitted to the Governor. A list of cell equipment will be published in each cell and checked during accommodation fabric checks. This will be monitored by residential custodial managers. Bedding and clothing will be made available, with a weekly kit change taking place each Friday.	Head of Residential Services	31 May 2017
5.3	Governance and management oversight of diversity should ensure that the needs of all prisoners with protected characteristics are identified, assessed and met, and that evidence of potential discrimination is addressed promptly. (S46)	Accepted	Protected characteristics are identified during the induction process; all prisoners are asked to disclose which, if any, protected characteristic apply to them. The information is collected by the chaplaincy team and collated/actioned by the equalities manager. Relevant information is entered on Prison-NOMIS and appropriate actions are identified (for example, necessary reasonable adjustments, personal emergency evacuation plan). These will be reviewed/discussed at the equalities meeting.	Head of Residential Services	Completed

			The equality monitoring tool (EMT) data is monitored and discussed at the equalities meeting. Any data indicating potential discrimination is further interrogated. EMT data is made available to prisoner diversity representatives and displayed on residential units.		
5.4	Prisoners should spend the working day out of their cells, with good access to purposeful activity and association. They should also have time to attend to their domestic needs and at least one hour's outdoor exercise each day. (S47)	Accepted	<p>The established published regime provides sufficient purposeful activity and association periods to ensure that all prisoners in custody will spend the majority of the day out of cells. However, due to current staffing issues the establishment is operating a restricted regime which curtails the full regime being fully implemented. It is anticipated that the prison will return to a full regime provision during June 2017. The following actions will take place:</p> <ol style="list-style-type: none"> 1. The establishment's profiles will be reviewed to ensure best use of resources that will enable the regime to be delivered. 2. Team Based Self-Rostering (TBSR) will be removed and replaced with shift patterns. This will deliver greater predictability around staffing resources and match with the regime to be delivered which will give greater continuity. 3. Attendance will be closely managed in accordance with the new sickness procedures. This should improve attendance and thus deliver staff resource to facilitate the regime. 4. The establishment's core day will also be reviewed to coincide with a further re-profile exercise which will be required as additional resources are agreed. 	Deputy Governor	31 October 2017
	Recommendations to the Governor				
	Courts, escort and transfers				
5.5	Prisoners should be held in court cells for the minimum period possible. (1.4, repeated recommendation 1.6)	Accepted	The objective of minimising the time prisoners spend waiting in court cells is reflected in the Prison Escort Custody Service (PECS) contract. The contractor is fully aware of the risks posed by late arrivals at prisons and every effort is made to ensure their vehicles transport prisoners to prison before the latest reception time. It would be wrong to state that all prisoners would be returned to prisons as soon as their cases had finished; this would not be logistically possible to do so. The contract uses escort vehicles with a separation capability, which allows different types of prisoners (male/female, adult/young people) to be carried on the same vehicle. This results in more	Prison Escort Custody Service	Ongoing

			<p>efficient scheduling, with a reduction in prisoner waiting times for vehicles in addition to significant savings to the Service. However, reducing waiting time is also dependent upon the assistance of other stakeholders, notably Her Majesty Courts & Tribunals Service and also on the times prisoners' cases have been dealt with by the courts. PECS continue to monitor all aspects of the contractors' performance and on occasions where it fails to meet the agreed levels it is raised with the contractor for improvement. Data showing the percentage of returns to HMP/YOI Cardiff made on time over the last 6 months is as follows:</p> <table border="1"> <thead> <tr> <th>Month</th> <th>Total number of returns to HMP/YOI Cardiff</th> <th>Total number of returns before latest reception time to HMP/YOI Cardiff</th> <th>Percentage of returns on time</th> </tr> </thead> <tbody> <tr> <td>January 2017</td> <td>489</td> <td>485</td> <td>99.18%</td> </tr> <tr> <td>December 2016</td> <td>446</td> <td>446</td> <td>100.00%</td> </tr> <tr> <td>November 2016</td> <td>437</td> <td>435</td> <td>99.54%</td> </tr> <tr> <td>October 2016</td> <td>497</td> <td>497</td> <td>100.00%</td> </tr> <tr> <td>September 2016</td> <td>538</td> <td>526</td> <td>97.77%</td> </tr> <tr> <td>August 2016</td> <td>531</td> <td>531</td> <td>100.00%</td> </tr> </tbody> </table> <p>Data relating to return journeys is reviewed monthly by the PECS Contract Delivery Manager (CDM). Where failures to meet the contractual obligations are identified the contractor is challenged by the CDM with a view to continually improve performance where possible. This cycle of continual improvement is ongoing via formal and informal discussions / meetings with the contractor.</p>	Month	Total number of returns to HMP/YOI Cardiff	Total number of returns before latest reception time to HMP/YOI Cardiff	Percentage of returns on time	January 2017	489	485	99.18%	December 2016	446	446	100.00%	November 2016	437	435	99.54%	October 2016	497	497	100.00%	September 2016	538	526	97.77%	August 2016	531	531	100.00%		
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	Early days in custody																																
5.6	All prisoners who need one should have an effective induction that prepares them for life in the prison. (1.12)	Accepted	<p>Currently all prisoners who are new receptions to HMP/YOI Cardiff receive an induction over the first number of days in custody. Prisoners returning to the prison after a period in excess of three months are also required to undertake the full induction process.</p> <p>Following the arrival of a new custodial manager on the induction wing, good practices from other prisons identified by the regional safer custody lead will be adopted to improve HMP/YOI Cardiff's induction process.</p>	Head of Residential Services	30 June 2017																												

	Bullying and violence reduction				
5.7	Prisoners' negative perceptions of their safety should be investigated and the findings acted on. (1.17)	Accepted	NOMS in Wales Psychology team will provide a survey which will be used to provide direction to enable the establishment to understand the perceptions of prisoners. Once the findings are collated they will be presented to the establishment's safer custody and violence reduction meeting to enable an action plan to be agreed.	Head of Residence and Safety	28 February 2017
5.8	Effective systems should be in place to monitor bullies and support victims. (1.18)	Accepted	Tackling Anti-social attitudes and behaviour booklets are in place. The violence reduction (VR) Band 3 officer will monitor and oversee this work. Band 3 officer will be in place during May 2017 as the recruitment process takes effect. New anti-social behaviour system is to be piloted by F wing and findings fed back at the VR meeting. The results will be publicised to staff and prisoners. The system will be finalised by the safer custody committee and will be in place during May 2017.	Head of Residence and Safety	31 May 2017
	Self-harm and suicide				
5.9	The health care and safer custody leads should implement promptly all recommendations from Prisons and Probation Ombudsman death in custody investigations. (1.22)	Accepted	Following Prisons and Probation Ombudsman (PPO) reports being received at the establishment, the healthcare provider and the prison's safer custody team will meet to ensure that all clinical review recommendations are actioned and are shared with the Wales Health & Justice Partnership Board, which has attendance from all Local Health Boards and Wales Public Health.	Head of Residence and Safety	Completed
5.10	A multidisciplinary team of staff should attend assessment, care in custody and teamwork (ACCT) case reviews. (1.23)	Accepted	Further training for case managers and staff is planned and management checks will be reinstated by the safer custody manager. Multi-disciplinary case reviews are now being conducted and will be monitored at the weekly management checks. Additional guidance has been issued to staff (notice to staff – NTS) about the identification of triggers/warning signs; this will be monitored by the weekly management checks.	Head of Residence and Safety	30 April 2017
5.11	Prisoners in crisis should be able to speak to a Listener at any time. (1.24)	Accepted	An application for green band status for Listeners has been approved by the local security department. This should allow greater movement throughout the establishment. A duty Listeners' rota remains in place. Additional training to increase the number of Listeners throughout the establishment has been completed. Prisoners can access a Listener by request to wing staff. This has been publicised via a NTS and notice to prisoners (NTP). The Local Samaritans team visit the establishment on a weekly basis and provide direct feedback to the safer custody management team on issues / difficulties being faced by the	Head of Residence and Safety	Completed

			Listener group in accessing prisoners in crisis.		
	Safeguarding				
5.12	The prison and the local safeguarding adult board should develop effective safeguarding policies and procedures. (1.27)	Accepted	The safeguarding policy for HMP/YOI Cardiff has been written and will be shared with the Safeguarding Adult Board to ensure there is joint partnership working between the two, and a final draft will be written and published. This is scheduled for April 2017. The policy will be publicised through a NTS and NTP and shared with managers. It will also be available on the local intranet.	Head of Residence and Safety	30 April 2017
	Security				
5.13	Strip-searching should be proportionate to the risks presented and intelligence-led searches should be prompt and subject to management checks. (1.36)	Partially Accepted	<p>National security framework (NSF) Function 3.1 / Prison Service Instruction (PSI) 67/2011, <i>Searching of the Person</i>, sets out the minimum national searching requirements for prisoners.</p> <p>Full searches are conducted on the basis of risk and where necessary and proportionate.</p> <p>The PSI requires that male prisoners outside of the high security estate are routinely given a full search on initial reception to prison, on reception on return from ROTL or an outside working party (closed prisons only), on return from a non-prison escort, on transferring to another prison and all other discharges apart from on final discharge and discharge for ROTL.</p> <p>All prisons must comply with the PSI's minimum requirements. Local risk assessments are undertaken in other circumstances and full searches can be conducted at any time on the basis of intelligence or suspicion. These should be conducted as promptly as possible.</p> <p>Full searching is an essential method used to find items of contraband secreted on the person and to prevent its importation into establishments. NOMS has a duty of care to prevent and deter illicit items from entering establishments which could be used by a prisoner to harm themselves or others.</p> <p>Intelligence led searched are reliant upon available resources and when available will be conducted within 48 hours at the latest. This will be reported at the security meeting to retain management oversight / check.</p>	Head of Security	30 April 2017
5.14	Closed visits should be used only for incidents that relate to visits. (1.37)	Rejected	Closed visits cannot be used as a punishment, and as such a review is being undertaken to ensure that they are used appropriately.	NOMS Security Group	

			Whilst the main use of closed visits is to prevent passage of illicit items between prisoner and visitor(s), the use of closed visits is not restricted to preventing smuggling. They can also help to prevent violent acts or intimidation on visits whilst allowing a prisoner to receive a visit, albeit under closed conditions. Any imposition of closed visits must be necessary and justified as a measure to address a specific security problem. They must also be proportionate, i.e. the benefits to security should be balanced against the detriment to the prisoner and visitor.	Head of Security	
	Incentives and earned privileges				
5.15	Prisoners on the basic level of the incentives and earned privileges scheme should be helped to improve their behaviour, so they can move to the standard level. (1.41)	Accepted	The incentives and earned privileges (IEP) policy is under review. Local IEP review boards will formalise and set individual targets for prisoners to help them improve their behaviour.	Head of Residential Services	30 April 2017
	Discipline				
5.16	Use of force paperwork should be completed thoroughly and subject to rigorous governance. (1.45)	Accepted	A new use of force (UoF) meeting has recently started. This is independent of the Segregation Monitoring and Review Group (SMARG) and will investigate all UoF and management of Annex A completions. A Governor's NTS has been distributed reminding staff of their obligation in completion of the Annex A. All UoF documentation is monitored through the UoF section of the SMARG meeting.	Head of Residence and Safety	Completed
5.17	Information about trends and patterns should be used strategically to help reduce the use of force. (1.46)	Accepted	A VR strategy forum was instigated in November 2016 drawing participants from across all areas of the establishment including partner agencies to address the reduction in this area. This forum provides advice to the governor on ways to combat the increase of violence.	Head of Residence and Safety	Completed and ongoing
5.18	Cells and communal areas in the segregation unit should be clean and in good repair. (1.50)	Accepted	A new refurbishment programme is underway for the care and separation unit (CASU). Presently the duty governor conducts rounds to ensure all areas are clean and fit for purpose. A bid was entered in August 2016 and work is scheduled to begin in early 2017.	Head of Residence and Safety	31 March 2017
5.19	All longer-stay prisoners should have management plans to ensure that their needs are met and to prevent psychological deterioration. (1.51)	Accepted	Care and development (CAD) plans have been introduced. The CAD plans are electronic and put the emphasis on agency intervention. Actions can be seen by all and are generated initially by the CASU staff. The plan is produced jointly by CSU and healthcare staff.	Head of Residence and Safety	Completed and ongoing
5.20	All prisoners in segregation	Accepted	All prisoners in the CASU will now be supplied with radio if	Head of	Completed and

	should have a radio, unless an individual risk assessment indicates otherwise. (1.52)		requested.	Residence and Safety	ongoing
	Substance misuse				
5.21	Group work interventions should be open to prisoners regardless of where they are held in the prison. The range of substance misuse support services should be developed and include mutual aid groups. (1.58)	Accepted	<p>The substance misuse provider is widening delivery to the whole population, not just those on the substance intervention (SI) support unit. This will be limited but community engagement is being sought to assist with delivery. In particular interventions for psychoactive substances and alcohol.</p> <p>Peers will be trained to level 2/3 as a skill worker and they will provide support for SI users as well as social and learning disability/difficulties support. Dafydol, the local substance misuse support provider will deliver this programme.</p>	Head of Reducing Re-Offending	30 June 2017
5.22	Prisoners undergoing detoxification, especially for alcohol, should be located in the health care centre with appropriate 24-hour monitoring and observation. (1.59)	Accepted	HMP/YOI Cardiff is currently looking to identify and use beds in the healthcare department to ensure that the appropriate space is available for new receptions needing observation for detox monitoring. All prisoners in healthcare are checked hourly. This will need to be discussed with the Lead Governor for Wales and not form part of the operational capacity of the establishment.	Healthcare Manager	30 June 2017
	Residential units				
5.23	Cells designed for one should not be occupied by two prisoners. (2.7, repeated recommendation 2.8)	Rejected	<p>In order to provide sufficient places for the current prison population it is necessary for NOMS to maximise the use of all available places across the estate.</p> <p>The occupancy of prison cells is determined by establishments and certified by Deputy Directors of Custody (DDC) in accordance with Prison Service Instruction (PSI) 17/2012, which provides clear guidelines for determining cell capacities. Cells will only be shared where a DDC/Lead Governor has assessed them to be of adequate size and condition for doing so. All accommodation is compliant with the certified cell certificate.</p>	Lead Governor NOMS in Wales	
5.24	Managers should ensure that applications are dealt with promptly and effectively. (2.8)	Accepted	The current application process is being reviewed. This will enable the applicant to retain a copy of the request and give a commitment to provide a response within 48 hours to the application. Management will be able to review the levels and types of application being received through local monitoring processes.	Head of Residential Services	28 February 2017

	Staff-prisoner relationships				
5.25	There should be regular effective consultation forums with prisoners. (2.12)	Accepted	Monthly standardised meetings are held on all residential units. The meetings are chaired by a custodial manager and a record of these meetings displayed on residential units. The Head of Residential Services will hold monthly meetings with representatives of all wings. Minutes of these meetings will be published on notice boards on each wing and the library.	Head of Residential Services	Completed and ongoing
	Equality and diversity				
5.26	Professional interpreting should be used when accuracy or confidentiality are required. (2.25)	Accepted	Since the inspection the provider of interpreting has changed to The Big Word. Staff and prisoners have been informed of the translation services and how to access them. A range of literature has been distributed throughout the prison. Information can also be found within the equality folders located on the residential units.	Head of Residential Services	Completed and ongoing
	Faith and religious activity				
5.27	The reasons for prisoners' poor perceptions of religious activity should be investigated and the findings acted on (2.30)	Accepted	<p>Research will be carried to investigate why prisoners perceptions of the religious activity was poor. This will be done through the following:</p> <ul style="list-style-type: none"> • Prisoner and staff focus groups. • Peer led focus groups. • Staff and prisoner surveys. • 1 to 1 interview(s). • 360 analysis of the faith and religious provision. • Chaplain General Assurance visit/report/support. <p>The information will be gathered and evaluated by the lead chaplain and an action plan put into place to act on the findings.</p> <p>The research will be repeated before the end of the year to measure if the findings have improved the perception of prisoners.</p>	Head of Reducing Re-offending	30 September 2017
5.28	Prisoners should be able to attend religious services in facilities that are well ventilated, spacious, appropriately decorated and furnished. (2.31)	Accepted	<p>A review is to be undertaken to the scheduling of faith services and the areas in which they are currently taking place.</p> <p>Health and safety reviews of all faith rooms will be carried out to ensure that they are appropriate for the activity being held.</p> <p>An inventory check will be carried out to ensure that the levels of furnishings are appropriate and suitable for the faith that is using the facility.</p>	Head of Reducing Re-offending	30 April 2017
	Legal rights				

5.29	Prisoners should be able to access effective legal advice easily. (2.35)	Accepted	Notice boards will be furnished in key areas of the establishment highlighting the process of accessing legal services. This will be supported by information provided on induction, encouraging the use of the PIN phone system to access legal information.	Head of Offender Management Unit	31 March 2017
	Health services				
5.30	The health partnership board should construct a plan to address the damp in the health centre, lack of space for mental health therapy, inhospitable waiting rooms, and refurbishment requirements of the wing treatment rooms. (2.46)	Accepted Subject to Resources	The Governor has raised these issues at the Health Partnership Board. The facilities management provider has received quotes and these will be progressed through the facilities management route.	Governor	30 April 2017
5.31	The health complaints system should preserve medical confidentiality. (2.47)	Accepted	Following a review of the complaints process for healthcare issues, complaints are placed in healthcare confidential envelopes and addressed by healthcare colleagues on a confidential basis. The response is returned to the complainant under confidential cover.	Healthcare Manager	Completed and ongoing
5.32	The inpatient unit should only accommodate patients with clinical needs. Its role and exclusion criteria should be clearly defined, agreed and monitored by the prison health partnership board. (2.53)	Accepted	The policy for admission into the inpatient unit is currently under review by the Prison Health Partnership Board - this consists of parties from both the establishment and LHB (Local Health Board).	Healthcare Manager	30 April 2017
5.33	Prisoners should have secure storage for in-possession medication and systematic checks should be conducted. (2.62)	Accepted Subject to Resources	A review of all cellular accommodation will be conducted to ascertain the feasibility of the fitting lockable medical storage areas. In addition, discussion will be undertaken internally to ensure that all security/healthcare issues are addressed.	Head of Residential Services	31 March 2017
5.34	All medication should be administered according to the prescriber's directions at an appropriate time for maximum therapeutic effect. Administration records should be accurate and complete. (2.63)	Accepted	An individual risk assessment is completed for all individuals prior to dispensing. Further discussions will take place with the Prison Health Partnership Board. All administration of medication is recorded on SystmOne which is accurate and complete; this system is auditable.	Healthcare Manager	30 June 2017
5.35	The use of general stock should be reviewed to encourage the use of named-	Accepted	Prisoners coming into custody with medication prescribed by their GP will automatically have their personal supply relabelled with their name to have in-possession if deemed safe to do so.	Healthcare Manager	Completed

	patient medication wherever possible. (2.64)		Where possible, following an in-possession risk assessment, medication is given to prisoners to keep in cell.		
5.36	The range of patient group directions should be expanded to avoid unnecessary consultations with the doctor. Nurses should be trained in their use to ensure that procedures are correctly followed. (2.65)	Accepted	Currently there are a number of Patient Group Directions (PGD) in place and any new nurses are trained in the use of PGDs. The expansion of the use of PGDs for medication that is deemed safe for nurses to dispense will be discussed at the next medicine management meeting.	Healthcare Manager	30 June 2017
5.37	A mental health service model capable of meeting the emotional and mental health needs of the population should be implemented. (2.75)	Accepted	The current provision and resources are being reviewed by the LHB and the prison.	Healthcare Manager	30 June 2017
5.38	All staff in prisoner contact roles should be trained in mental health awareness. (2.76)	Accepted Subject to Resources	Discussions are ongoing with LHB to ascertain if they are able to deliver formal training on Mental Health Awareness to staff in key prisoner contact areas i.e. CASU, reception and induction. In addition the revised safer custody awareness package contains elements of mental health awareness; this will be available to all staff who are involved in the assessment, care in custody and teamwork (ACCT) processes.	Head of Safer Custody	31 July 2017
5.39	Transfers to community mental health services under the Mental Health Act should take place promptly. (2.77)	Accepted	It is acknowledged that in a small numbers of cases transfer to the secure hospital estate takes longer than is expected. Such delays often reflect the complex nature of the case management issues as officials agree funding, location and treatment modality. Further consideration will be given to this issue as part of a Welsh Government lead secure services review.	Offender Health Policy - Welsh Government	Ongoing
	Catering				
5.40	Prisoners working in the kitchens should be able to study for a national vocational qualification in catering. (2.81)	Rejected	Currently all prisoners working within the catering environment are trained to Basic Food Hygiene levels 1 & 2 which is a nationally recognised qualification. Due to the length of stay at a local resettlement prison, individuals are not able to undertake NVQ accreditations.	Head of Reducing Re-offending	
	Purchases				
5.41	Prisoners should be able to purchase and receive items within 24 hours of arrival. (2.83)	Rejected	It is national policy that there is one standard order and one following delivery day per week for each prison. It is not financially viable to fund additional deliveries for new arrivals outside of this schedule. New arrivals are offered the option to purchase reception packs on arrival. An order from the full local range can then be placed on the next usual ordering day.	NOMS Commissioning Group /Head of Residential Services	
	Learning and skills and				

	work activities				
5.42	The learning and skills management information system (MIS) should measure the performance of all prisoners and teaching staff. (3.11)	Accepted	A new management information system (MIS) is currently being negotiated from Meganexus and will be implemented in the new financial year. It has been identified and accepted by NOMS Commissioners that the prison's current MIS system needs upgrading. This is so that the establishment can provide the required data for NOMS / Welsh Government and track 'soft skills' attainment rather than just hard outcomes along with staff meeting SLA targets. The new MIS will allow the establishment to set up a tracking system to capture and visualise data relating to 'soft skills' such as developing confidence, empathy, self-esteem, positive mental attitude etc. This will link to evidence based practice that learning and skills provision contributes to desisting from reoffending. This is scheduled to be in place in the new financial year.	Head of Learning & Skills	30 June 2017
5.43	The impact of learning and skills on prisoners' offending behaviour and employability on leaving prison should be evaluated. (3.12)	Accepted	There are plans to use the Self Smart wellbeing assessment before and after the prison's motivational courses. This will provide quantitative and qualitative data to evidence emotional changes, attitude and behaviour. As mentioned above at recommendation 5.42, the new MIS will furthermore allow the prison to set up a tracking system to capture and visualise data relating to 'soft skills' such as developing confidence, empathy, self-esteem, positive mental attitude etc. This will link to evidence based practice that Learning and skills provision/education contributes to desisting from reoffending.	Head of Learning & Skills	30 June 2017
5.44	All prisoners should have equal access to the library. (3.33)	Accepted	A review of access to library has now been undertaken and all prisoners have access to the library facility.	Head of Learning & Skills	30 April 2017
	Physical education and healthy living				
5.45	There should be dedicated PE sessions for prisoners with disabilities. (3.40)	Accepted Subject to Resources	Provision is already established and in place for exercise referrals and rehabilitation, over 50s and weight loss classes. There are close working partnerships with clinical professionals, the medical officer and PE staff working to a service level agreement to enable this. This will be developed to incorporate provision for those people with disabilities in partnership with health care professionals / advice. It is doubtful that this can be provided with the current PE staffing level so the extra resources will be bid for.	Head of Reducing Re-offending	30 April 2017

			<p>Where permission is granted, specially trained PE staff will have read only access to SystemOne for greater visibility into health and disability needs of prisoners.</p> <p>Work is currently ongoing between the PE department and healthcare to assess the requirement. Once this is completed the current PE programme will be reviewed to ascertain if the weekly PE programme requires amending to accommodate this group of prisoners.</p>		
	Strategic management of resettlement				
5.46	All resettlement staff should work in close cooperation, and as far as possible in close proximity, to ensure the best outcomes in reducing the risk of prisoners re-offending. (4.5)	Accepted	The establishment is currently reviewing available work areas to facilitate all resettlement staff working in close proximity to each other.	Head of Reducing Re-offending	30 June 2017
	Offender management and planning				
5.47	A consistent team of offender supervisors, sufficient in number to meet the need, should deliver the core work of individual prisoner assessment and planning to a reliable standard. (4.10)	Accepted Subject to Resources	The establishment is moving to a cohort of eight offender supervisors to work within the offender management unit alongside probation staff. Once the NOMS review is published it is anticipated that the establishment will move quickly to the national model.	Head of Offender Management Unit	31 March 2017
5.48	The interdepartmental risk management committee should provide governance of public protection systems and processes, in line with the published policy. (4.13)	Accepted	The published policy will be reviewed and the governance of public protection systems and processes will be re-visited.	Head of Offender Management Unit	28 February 2017
5.49	IPP prisoners should not be held at HMP & YOI Cardiff unless there are clear opportunities to work on reducing the risk of re-offending. (4.17)	Accepted Subject to Resources	All Lifer and imprisonment for public protection (IPP) prisoners will be moved to an appropriate establishment depending on their contract package area.	Head of Offender Management Unit	31 July 2017
	Reintegration planning				

5.50	The CRC should have effective links with employers and further education institutions to support prisoners on release. (4.24)	Accepted	This issue will be addressed through the establishment's Community Rehabilitation Company (CRC) provider meeting to ensure that they continue to develop links with education, training and employment providers.	Head of Reducing Re-offending	30 June 2017
5.51	Prisoners should be helped to apply to open a bank account. (4.28)	Accepted	Prisoners will have the option to open a Halifax bank account and this will be facilitated by the CRC.	Head of Reducing Re-offending	Completed
5.52	Prisoner waiting areas should be clean and properly maintained. (4.33)	Accepted	This area is included on the establishment painting programme. A manager will visit this area daily to ensure that it is cleaned and that any defects are reported promptly.	Head of Reducing Re-offending	30 April 2017
5.53	The prison should have a coherent and realistic plan to deliver programmes appropriate to its population which meet identified need. (4.36, repeated recommendation 4.67)	Accepted Subject to Resources	The establishment will review the population data to ascertain what programmes are appropriate for delivery within a local resettlement establishment. However, it should be noted that the benchmark initiative removed all programme delivery from local establishments.	Head of Reducing Re-offending	Ongoing

Recommendations	
Accepted	40
Accepted Subject to Resources /Partially Accepted	9
Rejected	4
Total	53