

Main recommendation to the Administrator

S/N	Recommendation	Timeline	Action	Result
5.1 (S8)	<p>There should be a fundamental review of whether HMP Dhekelia remains viable or whether alternative arrangements should be made. In the short term, urgent action must be taken to ensure prisoners at HMP Dhekelia can be held securely and that the regime and facilities in the prison enable all those detained to be held in accordance with international human rights standards and norms.</p>	Dec 2014	<p>A full review of the current SBAA policy with regard to the use of the Prison will be undertaken on completion of the actions recorded within this overall plan. The review will also consider whether Prison facilities within the SBAA should be managed by a dedicated prison service and not the SBA Police service.</p> <p>Owner: Chief Officer SBAA</p>	

Main recommendations to the Chief Constable

S/N	Recommendation	Timeline	Action	Result
5.2 (S9)	Women prisoners should be treated equitably and according to their individual needs, with reference to international norms.	Dec 2014 May 2014	<p>The construction of additional infrastructure is now being considered outside the prison compound that will segregate females and provide equal opportunities in a safe environment.</p> <p>Owner: Chief Constable</p> <p>In the short term an immediate review of the timings of access to other prison facilities for females segregated from males will be undertaken to ensure it is equitable.</p> <p>Owner: DC J. Guy</p>	
5.3 (S10)	The regime for remand prisoners should be improved and reflect their un-convicted status.	May 2014	<p>Changes have already been made to ensure un-convicted status is recognised. The Prison policy will be amended to include a dedicated section for un-convicted status and rights.</p> <p>Owner: DC J. Guy</p>	

5.4 (S11)	There should be comprehensive assessments of the education, training and work needs of longer-term prisoners.	April 2014	An assessment questionnaire has been designed and a procedure will be implemented for meeting personal requirements. Each prisoner will be assessed and documented on a case by case basis. Owner: DC J. Guy	
5.5 (S12)	Purposeful activity for all prisoners should be introduced and should include the provision of suitable education classes and meaningful work.	May 2014 May 2014	Work has commenced to identify a wider range of work provision (both external and internal to the prison) and education opportunity including any specific requests made upon entry into the prison system. A list of local community contacts who are willing to assist has been developed. Owner: PI Kemal An assessment will be undertaken with the Army Learning Centre to establish what support may be available Owner: Chief Constable	

Recommendations

Reception

S/N	Recommendation	Timeline	Action	Result
5.6 (1.15)	There should be a distinct policy to deal with the needs of vulnerable prisoners in reception.	May 2014	New policy is under development within the revision of the overall prison policy and draft prisoner processing and risk assessment. Owner: PS Philiastides	
5.7 (1.16)	An in-depth assessment of prisoner needs should be raised during their first days in custody.	Implemented	See Recommendation 5.4. In addition a new risk assessment for all new prisoners has been developed and it has been implemented	In place – action complete.

Violence reduction

S/N	Recommendation	Timeline	Action	Result
5.8 (1.21)	Written records and formal information sharing about prisoner behaviour should be improved and include	Mar 2014	A monthly report to be generated and submitted to the Deputy Supt of Prisons concerning prisoner behaviour Owner: PI Kemal	In place – action complete.

	security-related information to facilitate examination and identification of patterns or trends.			
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Self-harm and suicide prevention				
S/N	Recommendation	Timeline	Action	Result
5.9 (1.27)	There should be a distinct safer custody policy	May 2014	A working group was set up by the Chief Constable in June 2013 to revise the prison policy and procedures. A new safer custody policy is now drafted and will be implemented. Owner: DC J. Guy	
5.10 (1.28)	Prisoner managers and officers should receive training in the prevention of self-harm and suicide and how best to deal with prisoners in crisis	April 2014	Force training plan will be amended to include additional training for staff deployed into the prison and where possible mirrors training in the ROC Consideration of input via BFC to be discussed through the Strategic Command Owner: Chief Constable / Deputy Chief Constable	Training plan updated to include additional requirements – training will be delivered at the earliest opportunity.
5.11	Individualised care plans to	May 2014	Individual care plans will be	

<p>(1.29) help prisoners through a crisis should be introduced.</p>		<p>undertaken by local medical teams based upon templates in use within the UK.</p> <p>Owner: SBAA Legal Policy Officer / Commander Medical Services</p>	<p>Work in progress.</p>
<p>5.12 (1.30) Support from health care services for prisoners in crisis should be improved.</p>	<p>Implemented</p>	<p>Military medical teams are now providing psychological assessment for every detainee.</p> <p>Weekly medical clinics now in place and dedicated medical facilities have been created within the prison.</p>	<p>In place – action complete.</p>

Security				
S/N	Recommendation	Timeline	Action	Result
<p>5.13 (1.37)</p>	<p>A system should be introduced for the written submission and analysis of security information</p>	<p>May 2014</p>	<p>Better use of intelligence Officers in the prison and a more formal approach to use of intelligence reports is to be developed.</p> <p>Owner: PI Varnavas</p>	
<p>5.14 (1.38)</p>	<p>The quality of closed-circuit television images should be improved</p>	<p>June 2014</p>	<p>An upgrade to the internal CCTV has begun and is in progress. This includes an increase in cameras and</p>	

			new monitoring capabilities. Owner: PI Kemal	
5.15 (1.39)	Links between the prison and the police intelligence department based at Dhekelia police station should be better developed and the sharing of information improved.	TBD	IT security constraints mean that a direct link to the prison is not achievable. However the actions tasked at 5.13 will also seek to address this issue. Owner: PI Varnavas	
5.16 (1.40)	Arrangement should be made to allow the effective escort of prisoners to and from areas outside the Sovereign Base Areas	TBD	This is a jurisdictional issue between the Sovereign bases and the Republic of Cyprus. Opportunities are being explored the signing of the 'Non Military Development' agreement between the UK and the Republic Governments. However, there is no time scale and not within the control of the prison regime. Owner: SBAA Chief Officer / AGLA	

Discipline				
S/N	Recommendation	Timeline	Action	Result
5.17 (1.44)	Punishments should be regularly reviewed to monitor their proportionality.	April 2014	Revised punishment regime now in place following advice from HMIP. Detention policy will be updated to reflect independent review of discipline register on an annual basis by the	In place – action completed.

			DCC Owner: Deputy Chief Constable	
5.18 (1.45)	Prisoners should not be punished for self-harming.	N/A	The recommendation is fully accepted and no prisoner to date has received punishment for such behaviour. Owner: Chief Constable	In place – action completed.
5.19 (1.46)	The withdrawal of visits and telephone call as punishment should cease.	May 2014	This recommendation has been assessed on a legal basis for the SBA's and compared with practice in the Republic of Cyprus and the UK – the practice has ceased and policy will be updated. Owner: SBAA Legal Policy Officer	In place – action completed.

Segregation				
S/N	Recommendation	Timeline	Action	Result
5.20 (1.51)	Conditions in the segregation cell should be improved.	Sept 2014	Existing infrastructure is now subject to renovation including new CCTV. In addition use of the new cell block area for segregation is being developed as part of the expansion of CCTV capability Owner: PS Philiastides	

Residential units				
S/N	Recommendation	Timeline	Action	Result
5.21 (2.13)	All cells should be adequately furnished	May 2014	A formal request has been made to DIO for the installation of storage cabinets in cells where this has not been provided – awaiting installation. Owner: PI Kemal	
5.22 (2.14)	Prisoners should be allowed to make telephone calls in private	May 2014	Prisoners will be allowed to have calls in private away from other prisoners but under the supervision of prison staff. Prison detention policy will be updated to clearly reflect this Owner: DC J. Guy	
5.23 (2.15)	Living conditions in the women's unit should be improved. Cells and communal areas should be clean, well decorated and furnished comfortably and a television provided. Women should have	Sep 2014	The prison is subject to an ongoing refurbishment programme and an order has been placed for fit for purpose prison approved furniture. In addition see action in relation to Recommendation 5.2	

	access to all the prison's amenities at a reasonable time of day		Owner: PI Kemal	
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Staff-prisoner relationships				
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S/N	Recommendation	Timeline	Action	Result
5.24 (2.20)	The supervision of prisoners should be improved	May 2014	<p>The new CCTV system will be designed to expand the capability of supervision. Staffing levels of the prison will be kept under review.</p> <p>A formal search regime has been developed and included in the upgraded detention policy</p> <p>Owner: DC J. Guy</p>	

Equality and diversity				
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S/N	Recommendation	Timeline	Action	Result
5.25 (2.24)	There should be arrangements to identify and distinguish between the different forms of discrimination, including the unconscious and covert forms of discrimination	Sep 2014	<p>Additional diversity training will be delivered to prison staff as a dedicated part of the Force training plan.</p> <p>Owner: Deputy Chief Constable</p>	

		Implemented	Regular documented visits of senior officers that will include one to one meetings with prisoners as an ongoing assessment of any discrimination issues Prison policy updated.	
5.26 (2.25)	A policy which pays specific attention to the needs of older prisoners and those with disabilities, gender issues and sexual orientation should be published.	May 2014	The prisoner assessment questionnaire will be expanded to include these diversity issues and this will be reflected also within the vulnerable persons aspects of the new 'Safer Custody Policy'. Owner: DC J. Guy	

Faith and religious activity				
S/N	Recommendation	Timeline	Action	Result
5.27 (2.32)	Prisoners should be able to practise their religion fully, in an appropriate environment.	May 2014	Religious preferences are to be included in the revised induction questionnaire under the voluntary section. All prisoners are given access to religious leaders. Current infrastructure does not allow for dedicated multi-faith room. Owner: PS Philiastides	

Complaints				
S/N	Recommendation	Timeline	Action	Result
5.28 (2.36)	Formal systems to monitor the number and nature of complaints should be introduced	April 2014	Deputy Supt of prison to report number and nature of complaints to DCC quarterly. Owner: DC J. Guy	In place – action completed.
5.29 (2.37)	The complaints procedure should be better advertised on residential units	April 2014	Notices are to be placed prominently throughout the prison to advise prisoners about the complaints procedure Owner: PI Kemal	

Health services				
S/N	Recommendation	Timeline	Action	Result
5.30 (2.54)	There should be a health needs assessment and a clear Service Level Agreement between the prison and the garrison that details the services provided. There should be other Service Level Agreements as required to ensure that the full range of health needs,	Implemented April 2014 Implemented	Health need assessments including mental health are carried out upon the reception of prisoners when determining fitness for detention SLA between Commander Med and Supt of prisons now included as an annex to the prison policy document Weekly medical surgeries now in	In place – action completed.

	including mental health, are catered for.		place to address prisoner health care needs including mental health Owner: DC J. Guy / Commander Med Services	
5.31 (2.55)	Hand-washing facilities should be provided in the medical room.	April 2014	Statement of requirement raised awaiting installation. PS Philiastides	
5.32 (2.56)	All prisoners arriving at the establishment should be subject to a comprehensive health screening, including their mental health needs.	Implemented	This recommendation has been included with previous action - See recommendation 5.30	In place – action completed.
5.33 (2.57)	All prisoners should be offered hepatitis B vaccinations.	April 2014	Induction questionnaire to be supplemented. Arrangements agreed with Commander Med to provide Hep B vaccinations as part of induction process via local Medical team at MRS. Owner: DC J. Guy / Major Barrett	
5.34 (2.58)	All medication administration, including refusal of medication by prisoners, should be	Implemented May 2014	Procedure already in place and included in Prison policy. Awaiting training on the administration of medicines to prisoners.	

	recorded by the person who administers it.		Owner: PI Kemal	
5.35 (2.59)	Prisoners with mental health issues should be recognised and supported both by prison and health services staff and have unhindered access to help in pursuing their recovery.	Implemented	See recommendation 5.30. Assistance to individual prisoners to be agreed through access to medical practitioners. Medical records retained at MRS.	In place – action completed.
5.36 (2.60)	The establishment should not be used as a mental health hospital.	May 2014	A review of the current SBAA Ordinance will be undertaken in consultation with Commander Med. Owner: SBAA Legal Policy officer	

Catering				
S/N	Recommendation	Timeline	Action	Result
5.37 (2.65)	Conditions in the prisoners' kitchen should be improved. Enough cupboard space should be provided and the cooker should be in working order.	Implemented	Kitchen refurbished and new cooker installed in December 2013.	In place – action completed.

5.38 (2.66)	All prisoners should have the opportunity to use the prison kitchen.	May 2014	Current contradiction between policy, practices and this recommendation. To be reviewed and policy updated accordingly. Owner: DC J. Guy	

Library				
S/N	Recommendation	Timeline	Action	Result
5.39 (3.11)	The range of materials available in the library should be improved, reflecting the needs of the prison population, and newspapers should be provided at least once a week.	May 2014	Budget to be agreed with the SBAA to allow for the purchase of suitable newspapers and magazines. Owner: Chief Constable	
5.40 (3.12)	Prisoners should be allowed some supervised access to the internet.	Implemented	Supervised access to the internet implemented in November 2013 and now included in the revised prison policy.	In place – action completed.

Strategy and reintegration planning				
S/N	Recommendation	Timeline	Action	Result
5.41 (4.10)	A resettlement strategy should be introduced to	Sep 2014	To form part of proposals to be considered by the Chief Officer	

	drive forward work to reduce the risk of reoffending.		(Education programme, temporary release). Owner: SBAA Legal Policy Officer	
5.42 (4.11)	Risk assessments and a needs analysis for individual sentenced prisoners should be introduced, and interventions provided to address these risks and needs within a simple sentence plan.	Sep 2014	Risk assessments included as part of the induction questionnaire to be reviewed once the outcome of 5.41 becomes known Owner: SBAA Legal Policy Officer	
5.43 (4.12)	The resettlement needs of prisoners should be identified, assessed and met in order to help them reintegrate into their community on discharge.	Sep 2014	To be reviewed once the outcome of 5.41 becomes known Owner: SBAA Legal Policy Officer	
5.44 (4.13)	Temporary release should be provided for prisoners who are considered suitable, following a risk assessment.	Apr 2014	Policy position agreed in principle and relevant draft legislation – awaiting decision from SBAA Chief Officer Owner: SBAA Legal Policy Officer	
5.45 (4.14)	Managers should establish partnerships with community agencies that provide	Review Sep 2014	Assessment for the rehabilitation and resettlement of convicted prisoners policy in place. Each prisoner will be the subject of a pre release interview	In place – action completed.

	help on housing, finance and business, so that expert support is available to prisoners when needed.		one month before completing their sentence. Assistance will be considered on a case by case basis taking into account jurisdictional and security issues. Policy to be reviewed once outcome 5.41 becomes known Owner: DC J. Guy	
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Housekeeping points

Residential units

S/N	Recommendation	Timeline	Action	Result
5.46 (2.16)	Association rooms should be kept clean	Implemented	Cleaning contracts reviewed and updated January 2014.	In place – action completed.

Health services

S/N	Recommendation	Timeline	Action	Result
5.47 (2.61)	All first-aid kits should be adequate to reflect the potential needs of all prisoners. Kits should be subject to regular, documented checks.	April 2014	4 first aid kits are available in the prison. The content of the kits to be reviewed according to ROC and UK prison standards Owner: PS Philiastides	