

Irish Prison Service

Action Plan Update Report – January 2023

This template is designed to assist sectors in reporting on progress made in delivery of reforms outlined in sectoral action plans developed in line with Building Momentum. This standardised template will help to assess the extent to which reforms have been delivered across the public service sectors in as consistent a manner as possible given the unique features of work conducted in each sector. Completed templates must be returned to david.ogorman@per.gov.ie and Caitiona.Fields@per.gov.ie

OVERVIEW (add additional rows as required)

PRIORITY 1

A review of the prison meal times of prisoners. The details of the changes will be evaluated through a joint examination of the changes through a pilot scheme at 2 prison locations

| Action | Outcome | Timeframe | Measure | Owner (Dept./Body /Section) | Previously anticipated achievement by January 23 | Progress report update and achievements end January 23 |
|--|---|-----------|---------------------------------------|-----------------------------------|---|--|
| Agree terms of reference for review and commence pilot | Implementation of any proposed changes to meal times following joint examination. | Q4 2021 | Review of pilot arrangement | IPS C&R | N/A | Terms of reference agreed for review. 4 Prisons selected for review; Castleroa, Cork, Wheatfield and Progression Unit. |
| Carry out a review of main meal times. | The Irish Prison Service has reviewed the meal schedule and offering and has proposed an enhanced | Q4 2022 | Review meal arrangements in 4 Prisons | IPS C&R | N/A | Review completed and recommended actions agreed by |

| | evening meal to be served at evening time. Rotational communal Dining will be introduced in Arbour Hill Prison | | | | | Steering Committee. |
|--|---|-----------|---|-----------------------------|--|---|
| Implement Actions from review | Enhanced evening meal agreed to be implemented by Q2 2023. A new 28 day menu to be devised alongside this to commence Q2 2023 | Q2 2023 | New 28 day menu and enhanced meals | IPS C&R | N/A | Ongoing. 28 day menu review group has commenced work on drawing up and evaluating new dishes for the menu. All recommendations from the review to be implemented with the commencement of new 28 day menu in Q2 2023. |
| PRIORITY 2 Cooperation with the implementation of the new functional structures of the IPS. The changes will be subject to bilateral engagement between the parties of the affected grades. Any changes arising including potential rostering amendments will be agreed through the appropriate joint process between the parties through the Joint Task Review process. | | | | | | |
| Action | Outcome | Timeframe | Measure | Owner (Dept./Body /Section) | Previously anticipated achievement by January 23 | Progress report update and achievements end January 23 |
| 1. Agree new structures | Implementation of new structures in pilot sites. | Q4 2022 | Implementation of new structure in two pilot sites. | IPS HR | Q2 2021 | Complete, implemented |

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| 2. Amend rosters as necessary for Chief Officers/Asst. Governors. | | Q3 2023 | | | Q2 2021 | IR discussions ongoing as part of the implementation of the SMS. |
| 3. Agree new reporting arrangements. | | Q3 2023 | | | Q2 2021 | Advanced discussions between the parties. |
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PRIORITY 3

The IPS will commence and develop a graduate stream of recruitment over the lifetime of the agreement and will commence direct recruitment of graduates. Such personnel recruited will be in receipt of certain exemptions to modules of the Higher Certificate in Custodial Care (HCCC) and will be trained as, and equivalent to Recruit Prison Officers. This will result in those recruits reaching prison officer grade after year 1.

It is noted that this will be subject to sanction of the Department of Public Expenditure and Reform.

| Action | Outcome | Timeframe | Measure | Owner (Dept./Body /Section) | Previously anticipated achievement by | Progress report update and achievements end |
|--|---|-----------|--|-----------------------------|---------------------------------------|---|
| IPS to engage with DPPEP regarding T&Cs. | Elimination of certain barriers to recruitment. | Q3 2023 | Recruitment competition for direct entry posts held. | IPS HR | Q4 2021 | Initial grades identified and agreed between the parties. |
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PRIORITY 4

The IPS will move to direct recruitment of certain grades represented by the Prison Officers Association including Trades Officers, and Work Training Officers in certain work streams to be identified through the Joint Task Review of the Work Training area of the prison estate. Any such direct recruits will be trained as and be equivalent to recruit prison officers.

Any matters arising including terms and conditions of employment, career progression and eligibility for promotional opportunities will be subject to bilateral engagement and agreement between the parties.

It is noted that any change to terms and conditions will be subject to the sanction of the Department of Public Expenditure and Reform.

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| Agreement on new policy/SOP for staff searching. | New procedures implemented. Safer prison environment. | Q2 2023 | New search procedures implemented. | IPS Ops | Q2 2021 | Policy & SOPs under review by the association. JTR process ongoing. |
| PRIORITY 7 | | | | | | |
| The implementation of an illicit substance abuse policy which will be underpinned by a testing policy. | | | | | | |
| 1. Staff Association on Illicit Substance Policy. | Agreement with Staff Association on new procedures to enable a safer prison environment. | Q2 2023 | Agreement with Staff Association re Illicit Substance Policy. | IPS HR | Q2 2023 | Dialogue ongoing. Amended draft to be discussed and agreed. |
| 2. Testing Provider tendering process completion | Tendering process complete and identified testing provider engaged. i.e. Ability to test in line with any agreed policy | Q2 2023 | Agreed method and contract for testing | IPS HR | Q2 2023 | Tender Process complete. Agreement achieved. |
| 3. Execution and implementation of policy. | New procedures implemented. Safer prison environment | Q3 2023 | New procedures implemented and operating effectively. | IPS HR | Q3 2023 | Testing policy to be drafted. Illicit Substance policy drafted per 1. |
| No 8 on published doc | | | | | | |
| PRIORITY 9 | | | | | | |
| Continued use and cooperation of technological solutions in the delivery of services in the following areas; virtual family visits; courts videolink, HR services. | | | | | | |
| Continuing cooperation with this technological development post Covid19. | Services will continue to be conducted through digital technology. | ongoing | Services will continue to be conducted through digital technology | IPS | Ongoing | System operational. |

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| | Less prison escorts conducted. | | | | | | | |
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PRIORITY 10

The parties agree to explore opportunities for technological solutions in the delivery of services, including education and chaplaincy.

Any such consideration will take place under the Joint Task Review process.

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| Ongoing engagement with regard to the implementation of e-solution based technologies | Greater use of technological solution is the delivery of services in the prison estate. | Ongoing | Greater use of technological solution is the delivery of services in the prison estate. | IPS HR, C & R | Ongoing | Joint Task Review process commenced, engagement between the parties ongoing. Tele-chaplaincy in place. Chaplaincy review to take place Q 2 2023 to inform future chaplaincy services. In cell TV channel CDETB education content in place in Dublin Prisons, to roll out to other prisons as required in 2023. |
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PRIORITY 11

Embedding Regime Management Planning to include a new and dedicated Regime Management Policy to be implemented.

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| Cooperation with embedding regime management | RMPs will be implemented in each prison location. | Q2 2021 | RMPs will be implemented in | IPS Ops | Complete | RMP in place. Policy published and |
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| planning as a safe system of work. | | | each prison location. | | | remains under review. |
| PRIORITY 12 | | | | | | |
| Maintaining utilisation of the extended prison day in the delivery and management of regimes and services over the period 8am to 8pm | | | | | | |
| Continued utilisation of prison day for the delivery of prisoner regimes | Enhanced delivery of prisoner regimes | Ongoing | Delivery of prison regimes over extended prison day | IPS Ops | Ongoing | Ongoing |
| PRIORITY 13 | | | | | | |
| Introduction of a Health Care Assistant grade to the IPS as direct employees. | | | | | | |
| 1. IPS to engage with DPER regarding T&Cs. | Addressing the emerging need for Health Care Assistants in the context of an aging prisoner profile. | Q4 2023 | Recruitment competition for new grade held. | IPS HR/C&R | | Proposed T&Cs being finalised for submission to DPER. |
| 2. Transition arrangements to be agreed. | Job description and clinical scope of this post has been forwarded to HR for engagement with POA and DPER | Q4 2023 | Awaiting permission for recruitment | IPS HR | | Job description currently being discussed with staff association and D/Per |

Update Report accepted by Ms Oonagh McPhillips, Secretary General, Department of Justice

Signature: 

Date: 31 January 2023