



ACT DEPARTMENT OF JUSTICE
& COMMUNITY SAFETY

ACT CORRECTIONAL CENTRE

ALEXANDER MACONOCHIE CENTRE

FUNCTIONAL BRIEF

March 2005

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SECTION ONE: OBJECTIVES AND DESIRED OUTCOMES

Introduction and Context

The Operating Philosophy and the Operating Model of the Alexander Maconochie Centre (AMC) is consistent with letter and spirit of the ACT *Human Rights Act 2004*.

The Operating Philosophy and the Operating Model of the AMC sits within the framework provided by the *Canberra Plan* and its constituent documents, the *Social Plan*, the *Spatial Plan* and the *Economic White Paper*.

Operating Philosophy

The Alexander Maconochie Centre (AMC) is to be a secure and safe place that will have a positive effect on the lives of prisoners held there and on staff who work there. Its management and operations will give substance to the dictum of Sir Alexander Paterson that offenders are sent to prison as punishment, not for punishment.

The AMC will reflect the “Healthy Prison” concept. A Healthy Prison is one in which:

- everyone is and feels safe;
- everyone is treated with respect as a fellow human being;
- everyone is encouraged to improve himself or herself and is given the opportunity to do so through the provision of purposeful activity; and
- everyone is enabled to maintain contact with their families and is prepared for release.

The AMC’s Operating Philosophy will be the major factor influencing the design of the Centre. The Operating Philosophy for the AMC can be summarised as follows:

- it will provide protection from those who present as a risk to the community;
- it will provide safety and security for prisoners and staff through design features, the use of technology, appropriate classification and separation of prisoners and the appropriate categories and numbers of well trained staff;
- it will have regard to the recommendations of the *Royal Commission Into Aboriginal Deaths In Custody (RCLADIC)*;
- its operating systems will be developed from the base of a thorough risk analysis carried out to Standard AS/NZ 4360 and which satisfies the requirements of the ACT *Enterprise-wide Risk Management (ERM)* framework;
- the AMC will aim to set a new standard of sustainability in design, construction and operation especially in, but not confined to energy, water and waste;
- the AMC will satisfy AS 1428 and the Department of Disability, Housing and Community Services checklist for building and facility access;
- its programs and activities for prisoners will be based on the following: individual assessment of each prisoner as the foundation of individual Case and Sentence Plans;

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- the menu of programs and activities offered to each prisoner will be targeted towards positive change in the prisoner's habits, beliefs, attitudes and expectations, that is, a cognitive change approach; and
- recognition that most prisoners will return to society and that maintenance of positive changes in behaviour will be greatly influenced by relationships with family and close associates. The menu of programs and the design of individual programs will be based on a "Throughcare" model that engages family and close associates in the behavioural change process while the prisoner is in prison and ensures support to the prisoner as he or she re-enters society;
- the menu of programs will cover:
 - parenting, family and other relationships;
 - health education and promotion;
 - remedial education;
 - cognitive skills;
 - substance abuse treatment and education;
 - sex offender's treatment;
 - vocational training, initially not involving commercial industries;
 - positive recreational skills and habits;
 - skills and habits for living and working; and
 - victim awareness.
- a multi-discipline approach to health service, program delivery and Case Management. This will include involvement of other government and community agencies, where appropriate, in the provision of services, such as family and individual counselling, health, education and vocational training;
- particular attention will be paid to the needs of those with mental health problems, women and Indigenous prisoners;
- the needs of short-term offenders will be specifically targeted. Corrections staff and appropriate professionals from other government and community agencies will work with the prisoner and the prisoner's family and close associates; and
- there will be a commitment to transparency and accountability with the Centre's performance outcomes being measured against the national average of other jurisdictions and published by the Productivity Commission in the *Report on Government Services* series.

Emphasis will be directed at Throughcare, which is aimed at ensuring an integrated and seamless approach to the delivery of services for offenders as they move between prison, community corrections and the community and to provide continuity of knowledge of the offender, programs and other services. This aspect of the Operating Philosophy for the AMC will contribute to the achievement of whole of government objectives for crime prevention and community safety and to the principles of Restorative Justice.

The Throughcare approach will focus on providing:

- an appropriate continuum of health care, in particular addressing substance abuse and mental health issues;
- individual Case and Sentence Plans based on individual prisoners' needs and presenting risk factors;
- common prisoner and offender programs based on assessment of risk and need and a menu of programs targeting those attitudes and behaviours linked to the risks of re-offending;

- opportunities for self-development, improved quality of life and social integration;
- linkages with community-based programs and services;
- support for re-settlement and
- the engagement of family and the community in the prisoner's correctional experience.

Women Prisoners

Within the framework provided by the Operating Philosophy it is considered appropriate to express particular principles for the management of women prisoners. The reason for this is that, in simple terms, the profile of the female prisoner population is marked by more damage, disadvantage, disease and disaffection than is the male prisoner population.

Accordingly, four principles, which reflect those adopted in Canada, Western Australia and New South Wales at its new facility at Dillwynia, will underpin the management of women prisoners. They are:

Personal responsibility and empowerment of the individual. Many women in custody are marginalised and alienated with no experience of making decisions that affect their lives. Prison staff will give women in their care the power to make such decisions and accept that as their personal responsibility.

Family Responsibility. The objective of this principle is to ensure that prisoners who are mothers and primary carers are provided with maximum contact with their families and children and to buttress this by providing programs and support directed at improving relationship and parenting skills.

Community Responsibility. Many women are alienated from their communities and lack supports within them. Prisoners will be encouraged to become engaged with members of the community, develop a sense of community responsibility and to set in place post release support arrangements.

Respect and Integrity. Services provided within the prison will be gender and culturally appropriate and will respect the dignity of people and the differences between them. A key element in this is honesty and truthfulness. Prisoners will be encouraged to develop similar attitudes with regard to themselves and to others.

Aged Prisoners

At present 1 in 8 Australians are over the age of 65. By 2051 this figure will have changed to 1 in 4. NSW already has almost 1 million men and women over 65 years of age. To the potential implications of this aging population is added the reality that many Australians, especially the "baby boomers" have inadequate superannuation and retirement savings to fund their retirement and health care needs. In 1999 there were 10,000 Australian divorced women aged 59; by 2004 this figure was expected to grow by 50% and by 100% by 2009. This group, in particular, faces a bleak future in retirement. Poverty and isolation in old age, possibly in a setting of intergenerational hostility, may well add to the incidence of depression in the community which is already expected to be the major health threat by 2020. As the nexus between poverty and crime is well established, there

are prospects of increasing numbers of aged people being incarcerated, if only as they seek to be cared for. The design of the AMC will have to take this into consideration, seeking design inspiration from aged care facilities and hospitals.

Indigenous prisoners

The *Australian Capital Territory Population Projections 2002-2032 and Beyond*. Canberra: Chief Minister's Department, June 2003 reports that the Indigenous population in Canberra, currently approximately 1.2% of the total population, is expected to continue to increase both in number and as a proportion of the total population, due to the higher levels of fertility (nationally 2.2:1.75), high migration into the ACT and an increasing propensity for people with some Indigenous ancestors to identify themselves as Indigenous.

Indigenous prisoners presently constitute approximately 9% of the ACT prison population. While this is lower than the national average, it stills represents a level of Indigenous over-representation in prison which shames the ACT community. The demographic factors outlined above indicate that there are prospects that this over-representation may increase, with attendant risks to the well-being of Indigenous prisoners because their accumulated adverse life experiences heightens their vulnerability in general, but particularly in the correctional setting.

To address these issues, the Operating Philosophy of the AMC has regard to not only the recommendations of the *Royal Commission Into Aboriginal Deaths in Custody*, but also to more recent and relevant documents including:

Waller, K. 1993 *Suicide and Other Self Harm in Correctional Centres*. Sydney: NSW Government.

Memmot, P, Eckermann, K & Brawn, G, 1999 *Indigenous Cultures and the Design of Custodial Environments: Proceedings of a National Workshop held in Alice Springs, NT November 1998*. Brisbane: Aboriginal Environments Research Centre, University of Queensland.

Ombudsman, December 2000 *Report on an investigation into deaths in prisons*. Perth: Government of Western Australia.

Ombudsman, June 2001 *Report on an Inquiry into Risdon Prison*. Hobart: Government of Tasmania.

The new AMC will provide a opportunity for ACT Corrective Services to collaborate with other government agencies in responding to issues arising from the relationship between Indigenous offending and imprisonment. In addition, the staff of the Centre will seek to expand the engagement with Indigenous groups and Indigenous leadership in the management of Indigenous people placed in the care and custody of ACT Corrective Services.

Community and the Media

Because of the ACT's lack of experience in having its own correctional centre, it is anticipated that there will be a volume of ill-informed community and media comment on matters dealing with the operation of the Centre which, in larger jurisdictions with well-established correctional traditions, would not give rise to comment. Unless this environment is managed through media and community briefings and visits, there is a clear potential for the management of the Centre simply to become unworkable.

Operating Model

The Operating Model of the AMC will reflect a human rights-based approach. The development of Rules for the management of the Centre and for the care and custody of prisoners will be guided by Coyle, A. 2002 *A Human Rights Approach to Prison Management*. London: International Centre for Prison Studies, Kings College.

The Operating Model of the Centre will be located on a continuum from indirect supervision to direct supervision. The major features of the former are a heavy reliance on distant electronic surveillance and the confinement of officers to secure stations. In contrast, the direct supervision model of the AMC is based on extensive staff (as role models) and prisoner contact, the development of positive relationships with attendant improved surveillance and security and institutional "climate".

The Operating Model gives effect to the Operating Philosophy, which is described at Section One.

The Operating Model (see following flowchart) describes the range of activities, which will take place within the prison, with a particular focus on how these activities will impact on the individual prisoner.

Admission

On admission (30 receptions/week) into the AMC, prisoners may well be disoriented, angry, under the influence of drugs or alcohol and may be in a state of anxiety over family, property or their own circumstances.

The following actions will take place:

- the prisoner will be taken out of the vehicle and placed in a holding cell;
- the prisoner will be offered water;
- the prisoner will be searched;
- the prisoner will be provided with clean clothing/footwear;
- the prisoner's clothing and property will be documented and secured;
- the prisoner will be permitted a telephone call;
- the prisoner will be photographed, biometrically identified and details entered into the prisoner database;
- case file will be raised, with initial documentation placed in the file;
- where the prisoner is an Indigenous person, the Indigenous liaison officer will be notified; and

- the prisoner will receive an audiovisual and face-to-face briefing on the prison, the processes in which he or she will be involved and his/her responsibilities.

Initial Assessment of Risk

The following actions will take place:

- a custodial officer will check commitment documentation, including any 'at risk' alerts;
- mental health staff will interview the prisoner, if the prisoner's state permits this, and complete an assessment instrument to give an initial indication of 'at risk' status. A copy of the completed instrument will be made available to custodial staff who will have to manage identified risks;
- within four hours of reception, a health screening of the prisoner will be completed;
- prison nursing staff will provide the prisoner with information relating to communicable diseases and will offer voluntary blood screening; and
- a determination will be made jointly with the prison nursing staff on whether the prisoner needs to be placed on a detoxification or "at risk" observation regime.

Classification

After the initial admission and assessment processes have been completed, the prisoner will be assigned a temporary security or needs classification, which will determine his or her initial placement and management regime.

Placement

After all admission and basic assessments have combined to produce an initial security or needs classification, the prisoner will be placed in accommodation which matches that classification or need.

The options for placement are:

- induction accommodation, within both sentenced and remand accommodation, particularly for those whose placement/ "at risk" status is yet to be determined;
- normal mainstream accommodation;
- protection unit within mainstream accommodation;
- Community Health Centre, including Crisis Support Unit, accommodation; and
- Management Unit accommodation.

Of the 90 male beds in the remand facility, ten double cells would be for the induction accommodation of remandees whose placement/at risk status is not finalised after the initial reception process has been completed. For female remandees in the same category, accommodation will be provided in a five bed "high needs" unit.

Custodial staff managing the accommodation unit into which the prisoner is placed will brief the prisoner (induction) on the operation of the Centre, services available and his/her entitlements and responsibilities.

Full Assessment or Risk and Need

Within 24 hours of being received into the AMC, the prisoner will undergo a full health assessment conducted by a doctor. The doctor may, at this stage, refer the prisoner to a psychologist or to a specialist, such as a psychiatrist, for further assessment.

Program staff, Indigenous welfare officers, social workers and psychologists will also interview the prisoner and fully assess the prisoner's risks and needs. This will inform the prisoner's Case Plan. The prisoner will receive a full assessment within seven days.

Case Management

Case Management will form the core of prisoner management and development.

The two main objectives of Case Management are:

- the equitable and timely development and implementation of each Case Plan; and
- improved use of resources by tailoring interventions to risks and needs.

The prisoner will be briefed on the Case Management system and process and will meet with program staff to identify the level of risk presented by the prisoner, the priority needs and appropriate programs. An individual Case Plan for the prisoner will be developed.

While interventions and programming will be based on assessed risks and needs, for those prisoners with sentences of three months or less, the Case Plan will be, by necessity, generally limited and may well consist of representatives of relevant service agencies meeting with the prisoner and his/her family to determine post release support needs.

Prisoners with sentences greater than three months will have a detailed Case Plan reflecting an assessment of risks and criminogenic and other needs.

Each prisoner will be assigned an individual custodial Case Officer who will be supported by other professional staff. Case Management reviews will take place every three months.

Sentence Management

The Sentence Plan developed by the Sentence Administration Board will be incorporated into the Case Plan for the prisoner.

Structured Day

Boredom and inactivity in the correctional setting encourages drug use, undermines rehabilitation objectives and threatens security and safety. It is therefore important that the prisoner's day be marked by the prisoner's continuous engagement in purposeful activity. Over time, the prisoner will, through incentive-based regimes, exercise increasing levels of decision-making, assume greater levels of responsibility and will be placed in accommodation which reflects this. The means to achieve the integration of the

prisoner's Case Plans (including Sentence Plans) will be a Structured Day of meaningful work, programs (including visits) and recreation.

Programs

The following programs will be available:

Treatment (Criminogenic) Programs.

- Drug and alcohol (a health education/harm minimisation approach, rather than a criminogenic approach, may also be taken).
- Cognitive Skills.
- Anger Management/Violent Behaviour.
- Sex Offender.

Health & Life Skills Programs.

- Parenting.
- Healthy Living.
- Health Promotion.
- Mental Health Support.
- Self-Harming / Suicide Support.
- Stress Management.
- Spiritual /religious services.
- Victim Awareness.
- Education.

Work

Initially, work primarily will be in what is described as domestic industries such as grounds and facilities maintenance, cooking, and cleaning. Space within the perimeter is required to permit the possible development of limited horticultural activity, facilities maintenance, hospitality, waste management and recycling and other work opportunities. A 300m² workshop will be provided to this end.

Note: Prisoners in the Transitional Release Centre will attend workplaces in the community.

Visits

Visits will be considered to be part of a formal program and will be available seven days a week with specific periods being set aside for family visits and for professional visits. The feasibility of evening visits will be examined. The importance accorded to visits reflects their acknowledged value in the rehabilitative endeavour.

Program staff will assist prisoners to gain the most from their visits, which may take place in relatively private family rooms in addition to the normal visits area.

Recreation

Recreation in the Centre is to be both formal, as a planned activity, integrated into the prisoner's Case Plan and informal, giving the prisoner the opportunity to make decisions and assume responsibility for the use of his or her time.

The emphasis on physical recreation is to be on aerobic activity, rather than anaerobic activity.

Recreation will also include painting (particularly for Indigenous prisoners) and hobbies.

Accommodation

The range of accommodation provided in the AMC is fully described in Section 6. Of particular note is that 60% of the accommodation is cottage (self-catering units) accommodation and 75% of accommodation is single occupancy.

A key requirement is to ensure that accommodation design maximises the options available to AMC management to place prisoners according to risks, classification and needs.

Prisoner Management

In addition to the range of accommodation types provided in the Centre, there is also the following 'special' accommodation:

Management Unit

The Management Unit comprises both management cells (six) and detention cells (four).

Detention cells are used for the immediate securing of prisoners involved in incidents or those being investigated. Management cells are used to accommodate prisoners whose disruptive behaviour is not conducive to the good order of the prison and whose continued placement in the mainstream accommodation is no longer appropriate. In some cases, this is done for the prisoner's own safety. Management cells provide a place to address the prisoner's inappropriate behaviour away from other prisoners. An individual prisoner is not usually placed in a management cell for more than 28 days.

Crisis Support Unit

The Crisis Support Unit (CSU) has been provided in recognition that increasing numbers of prisoners (>50%) have behavioural disorders. The CSU will provide a safe environment for prisoners undergoing acute episodes to be managed and stabilised out of the mainstream environment. Seven beds will be provided in the CSU.

Staffing Model

Aspects of staffing will be included in the Workforce Plan, in particular issues related to staff training and the development and maintenance of an appropriate staff culture.

While there may be specialist Master Control positions, the preferred option is not to differentiate or stream custodial staff into discrete security or custodial support staff categories, but rather to require custodial staff undertake a broad range of duties, embracing both security and Case Management functions. Details will be developed in the Workforce Plan and Commissioning Plan.

The staffing gender balance sought would be within the range 75-60 males to 25-40 women.

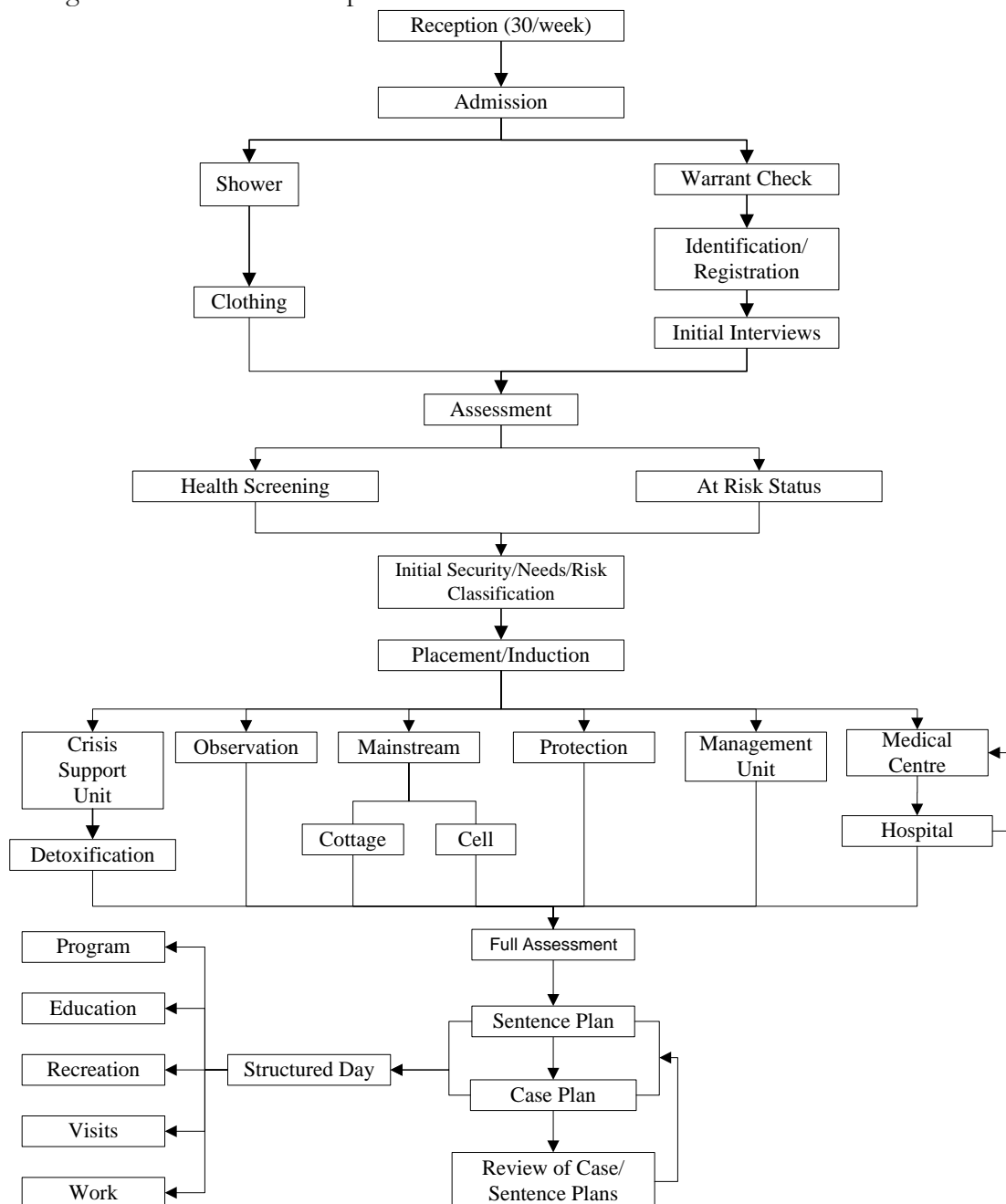
Salient aspects of the staff day include:

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- restrictions on prisoner movement at lunch time to enable staff to have a staggered lunch break; and
- staff training once a month.

It is anticipated that the design (and construction, fixtures, fittings and finishes) will contribute to an efficient staff : prisoner ratio.

The diagram below charts the Operational Model:



Correctional Centre Environment

With the establishment of a new AMC in the ACT an opportunity exists to implement and sustain a healthy, positive organisational culture within the Centre by ensuring staff

are screened, recruited, trained and supported to meet the diverse demands required of them. Rehabilitative efforts have a greater chance of changing an offender's behaviour and improving opportunities following release, if custodial and other professional staff work together in delivering effective treatment programs and are responsive to the needs of prisoners. A healthy Centre culture will lower the institutional "temperature", reduce prisoner stress, frustration, boredom, violence and minimise the risks of harm to prisoners and staff.

The Centre environment which will be established will reflect the integration of design solutions with operational policies. Particular attention will be paid to the needs of Indigenous and female prisoners, which must be met objectively and not simply by striving for parity with male, non-Indigenous prisoners. The latter approach would be inadequate to address the disparity in circumstances.

The design of the AMC will avoid that design harshness which encourages aggressive behaviour, but rather will seek a softer institutional presentation which will foster socially acceptable behaviour. It will avoid dowdy colours, dim lighting and the use of excessively harsh materials.

Prisoner accommodation will provide extensive vista to open areas to provide physical and psychological orientation.

Landscaping will be designed to contribute to a mood of calm and repose in a setting not usually associated with either.

A sacred space, embracing Indigenous and non-Indigenous elements, will be an important feature of the Centre setting.

Note: Smoking Policy. Smoking will be permitted in outdoor areas e.g. green spaces and yards. Smoking will not be permitted in cells and cottage rooms or in enclosed common areas. The objectives are to foster a healthy lifestyle, to protect staff and other prisoners and to avoid litigation.

Objective and Desired Outcomes

The objective of the AMC is to achieve correctional outcomes, as measured and published by the Productivity Commission in the *Report on Government Services*, which are better than the national average. Over time, this will need to be refined, to take into account issues of moral performance within a human rights framework.

The operation of the AMC will satisfy the requirements for accreditation under the ISO 9000 and ISO 14000 family of international standards.

Desired policy outcomes the Government would be seeking in establishing a prison in the ACT include:

- the provision of secure, humane and safe accommodation for ACT remandees and sentenced prisoners;
- improved prospects for the rehabilitation of ACT sentenced prisoners through the provision of a wide range of criminogenic and life skills programs;
- improved transparency in prisoner management;

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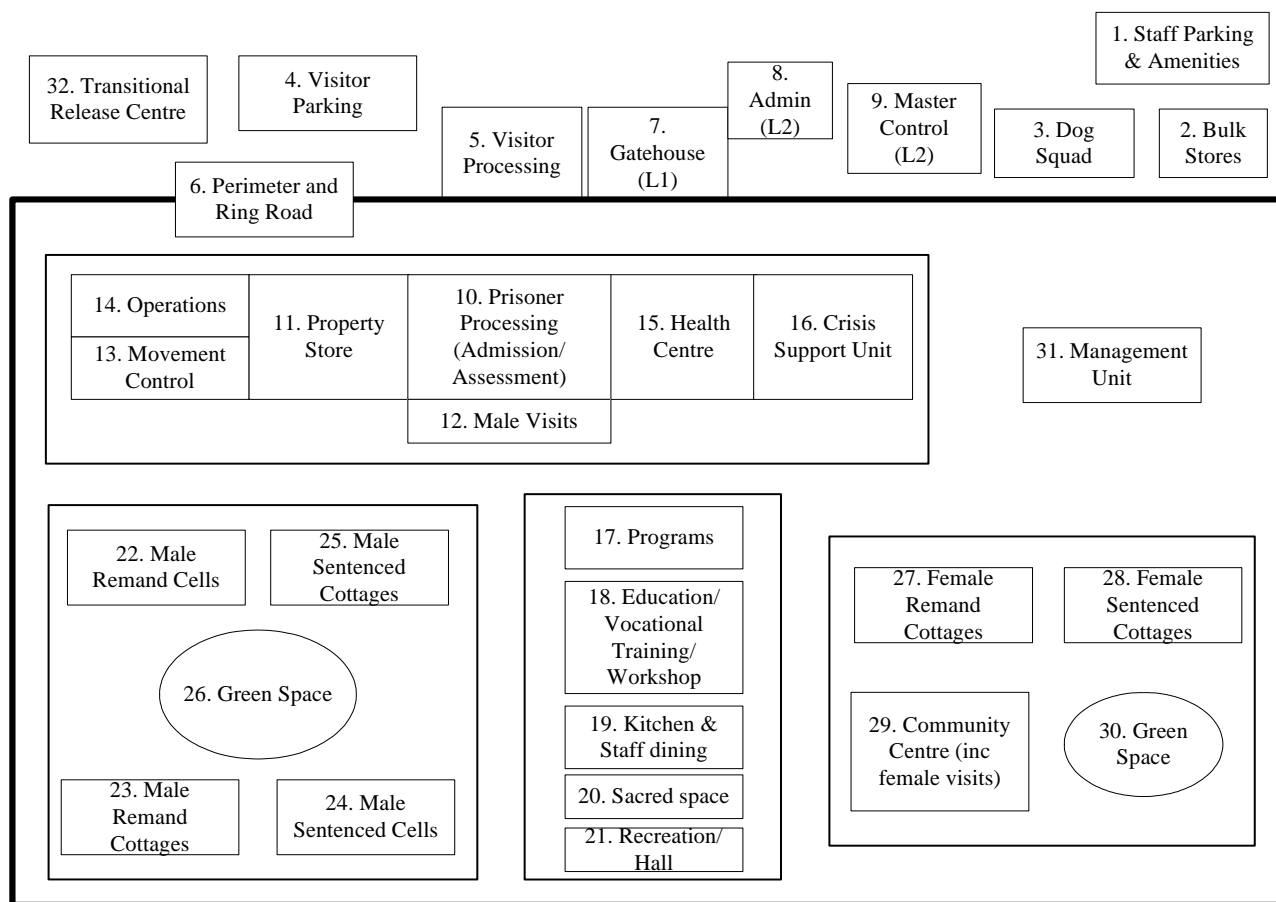
- improved knowledge of and access to offenders and their management by the Sentence Administration Board;
- possibilities for reducing rates of recidivism;
- greater accessibility to, and interaction with, family and other supports to assist in prisoner rehabilitation and to maintain family unity;
- cost effective and value for money accommodation and management of ACT remandees and sentenced prisoners;
- improvements in the health and wellbeing of the ACT prisoner population through the application of an integrated health management services directed at the general health needs of prisoners, programs targeted at reducing drug and alcohol addictions and use, improvements in mental health, minimising self-harm, promoting a healthy lifestyle, and addressing the particular health and well-being of special needs or minority groups;
- reductions in the risk of ACT prisoners contracting infectious diseases such as HIV and Hepatitis C, with education programs aimed at minimising the spread of such diseases to the community following release;
- reductions in exposure to the negatives of a large correctional system where prisoners are subject to isolation from their local community, housed often in aged and aesthetically unpleasant accommodation, subject to frequent transfers, and accommodated with a significantly larger population where violence, assault and power are the dominant culture;
- reductions in offending behaviour through the application of a broad range of therapeutic and behaviour management prison programs which offer choice, flexibility, are well-managed and co-ordinated, appropriately resourced, and evaluated to determine their effectiveness;
- greater and more focused involvement in prisoner health and well-being and rehabilitation through the application of effective Case Management and Throughcare strategies;
- improvements in prisoner educational attainments and employment potential;
- greater involvement of the local and wider community and families in prisoner rehabilitation programs;
- Indigenous community involvement in the preparation of the Centre Functional Brief. This involvement has included input from Indigenous staff in the correctional system and local Indigenous community leaders. The Centre will be designed with Indigenous issues addressed as outlined in the summary of *The Indigenous Cultures and the Design of Custodial Environments*, National Workshop findings from Alice Springs, 1998. Issues include accommodation and program design emphasising the relevant indigenous concepts of “family”, “household” and “kin groupings”;
- provision of vocational training, and employment opportunities that will aid rehabilitation, develop prisoners’ work ethic, reduce prison costs, generate income, benefit the community and provide improved training and work skills that are appropriate and transferable to the Canberra region;
- the establishment of a healthy, positive operational culture through the introduction of rigorous staff selection and training, clear competency standards, performance- based management and the imposition of sanctions for poor or non-performance;
- the recruitment and training of custodial, programs, industrial, education and training and health services staff who are qualified, focused, skilled, sensitive,

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communicative, and supported in balancing the demands placed on them in interacting with prisoners;

- effective Throughcare arrangements to ensure the smooth reintegration of prisoners back into the ACT community on release;
- improved community engagement in the management of its prisoners and support prison management and supporting agencies in a contentious area of public policy;
- establishment of a working partnership with NSW Corrective Services encompassing all operational areas of the prison. Operational areas include the exchange of intelligence and sharing knowledge and experience concerning training, technology and security;
- design, construction and operation of the AMC which reflects sustainability objectives drawn from, but not be limited by, the ACT Government's *No Waste by 2010* strategy, the *Sustainable Transport Plan 2004*; *People, Place, Prosperity and Sustainability Policy for the ACT 2003*; *Think Water* and the *ACT Greenhouse Strategy*; and
- by repatriating ACT prisoners to a prison in the ACT, assist in the maintenance of family contact and reduce the risk factors of families with children coming into contact with the criminal justice system.

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SECTION THREE: CORRECTIONAL CENTRE CHARACTERISTICS

Size and Scope of Correctional Centre

The AMC will accommodate men and women remandees and sentenced prisoners. It will include an external facility for low-security transitional release prisoners. Prisons holding this mix of prisoners are not uncommon in Australia now, especially in regional areas (for example, at Townsville, QLD; Port Augusta, SA and Kempsey, NSW)

Inside the primary campus-style facility, low, medium and high-security accommodation will be constructed in the form of single accommodation cells, twin accommodation (double) cells and cottage units.

While the AMC will provide for total physical and visual separation of males from females and the separation of remandees from sentenced prisoners, it will also take into account, within bounds, the concept of normalisation in contemporary prisoner management.

Because the Centre will be the only prison in the ACT, it will be important for there to be a variety in accommodation design and prisoner management to both encourage and recognise a prisoner's progress through his or her sentence.

The AMC will comprise the following:

Inside the 'Secure Perimeter':

- 175 beds for sentenced prisoners;
- 139 beds for remandees in separate remand facilities; and

In separate facilities outside the 'Secure Perimeter':

- Up to 60 low-security prisoners in a Transitional Release Centre.

Typically, negative psychological impacts for both staff and prisoners occur with large prisons to the extent that staff and prisoners may feel overwhelmed by both the scale and size of the facility. The AMC's planned capacity of 374 places it within a range which should not give rise to this problem.

There will be open space reserved inside the main prison for expansion of up to 120 further places as a possible future extension (assuming an operational life of 40 plus years). The design is to ensure that locations reserved for this purpose are readily accessible for the delivery of materials and by construction workers, but can be secured during future construction and will not unduly interrupt prison operations.

The capacity of 374 provided will meet the projected requirements of the ACT for the next 40 years, based on ACT prisoner projections by the Department of Treasury.

The following table provides a more detailed breakdown of bed space in the AMC:

ALEXANDER MACONCHIE CENTRE (AMC)

<i>Bed Capacity</i>	<i>374 beds</i>
REMAND CENTRE	
Males	
single cells	10
double cells	78 (39 cells)
cottages	24
<i>Total remand males</i>	<i>112</i>
Females	
single cells	0
double cells	0
cottages	15
<i>Total remand females</i>	<i>15</i>
Medical/CSU beds	12
Total Remand	139
TRANSITIONAL RELEASE CENTRE	
Males-cottages	55
Females-cottages	5
Total Transitional Release	60
SENTENCED PRISONERS (excluding transitional release)	
Minimum security	
Males-cottages	85
Females-cottages	10
<i>Total minimum security</i>	<i>95</i>
Medium & maximum security	
Males	
single cells	30
double cells	20 (10 cells)
cottages	15
<i>Total males</i>	<i>65</i>
Females-cottages	5
<i>Total medium & maximum</i>	<i>70</i>
Management Cells	10
Total sentenced (not TRC)	175
<i>Total bed capacity</i>	<i>374</i>

Accommodation

The design of the AMC will provide graduated accommodation based on classification and needs and will facilitate the operation of an incentive-based regime in the Centre. It will include two main types of accommodation:

- cells (with both single bed and twin bed capacity); and
- cottages, with approximately 60% of accommodation consisting of these units (both within the secure perimeter and outside security for transitional release).

Approximately 75% of the accommodation cells/rooms will be single person occupancy.

The combination of accommodation occupancy, design and density will address privacy issues and will be part of the “residential hierarchy” of the Centre.

The accommodation has regard to the fact that the ACT will be a single correctional centre jurisdiction for all prisoner types. The design must provide the staff of the Centre with options for the proper placement and management of various cohorts of prisoners with discrete needs and duty of care requirements. Provision has been made in the design for the Centre for it to be expanded by 120 beds should this become necessary. The area for expansion identified within the secure perimeter should be located to allow minimal disruption to the routine of the Centre should the additional beds be needed (see Section Eight, Engineering Services).

The design is notable for the fact that, of the 374 beds in the Centre, 214 are cottage beds, that is, are domestic in design, construction and appearance.

Informing Design Considerations and Decisions

The design concept of the AMC has had regard to the following:

- the recommendations of the *Royal Commission into Aboriginal Deaths in Custody 1991 (RCLADIC)* and other well accredited inquiries into deaths in custody in relation to operating philosophy and cell design;
- Indigenous involvement in the preparation of the Centre Functional Brief. This involvement has included input from Indigenous staff in the correctional system and local indigenous community leaders;
- the recommendation of the 2000 Report by the ACT Prison Community Panel *An ACT Prison - Getting it Right*;
- the separation of male and female prisoners such that it is appropriate to refer to separate male and female prisons within the one complex;
- the separation of remanded and sentenced prisoners, noting that this is not to be obtrusive;
- the need for a secure perimeter fence, not a wall, that would present as a deterrent to people who may consider approaching it from either side;
- the need for a road around the outside of the perimeter fence providing access for security vehicles;
- the need for interior fire fighting vehicle access;
- the need for internal “golf buggy”/electric cart access to all sites;
- building corridors wide enough to accommodate a “crash cart” and pedestrians;
- the decision that buildings are to be mostly single or two level, with none higher than two level;
- the design of buildings in a manner that is aesthetically pleasing and does not present an institutional appearance without jeopardising the security of the prison (for instance by excluding any surveillance “blind spots”);
- location of the Administration building to minimise traffic by administration staff through the secure perimeter (the preferred design is to locate the Administration area on the second floor of the Gatehouse);
- location of the visitor approach and processing area to minimise any possible threat to the staff carpark, Gatehouse and Master Control;

ALEXANDER MACONOCHIE CENTRE (AMC)

- adoption of the most appropriate technology to support security and the operation of the prison;
- the landscaping of the Centre to provide an environment that is “calming” and pleasing to look at and encourages prisoners and staff to take pride in their surroundings;
- the existence of zones delineated by buildings, plantings and land forms that will constrain movement by prisoners and reduce the need for internal fencing;
- a “residential hierarchy” of individual rooms, households and neighbourhoods;
- *Access to ACT Government* checklist for building and facility access;
- *ACT Government People, Place, Property and Sustainability Policy for the ACT* and other relevant policies as outlined in Section Seven of this document;
- the decision that there are to be low profile buildings outside the security fence to provide facilities for:
 - Transitional Release;
 - staff facilities;
 - Dog Squad;
 - bulk stores; and
 - sealed parking areas for visitors vehicles and bus passenger set down area and separate sealed parking area for staff vehicles.

SECTION FOUR: COMPONENTS OUTSIDE SECURE PERIMETER

Introduction

The boundary of the AMC will be delineated by a demarcation fence, which will include signage advising staff and visitors to the Centre of its legal status and the penalties for offences against the legislation establishing the Centre and governing its operation.

People passing through the demarcation fence will proceed to discrete staff/official visitor and visitor car parks, through the uncleared and cleared buffer zones.

Vehicles providing logistical support to the Centre will proceed to a Bulk Store marshalling area for directions.

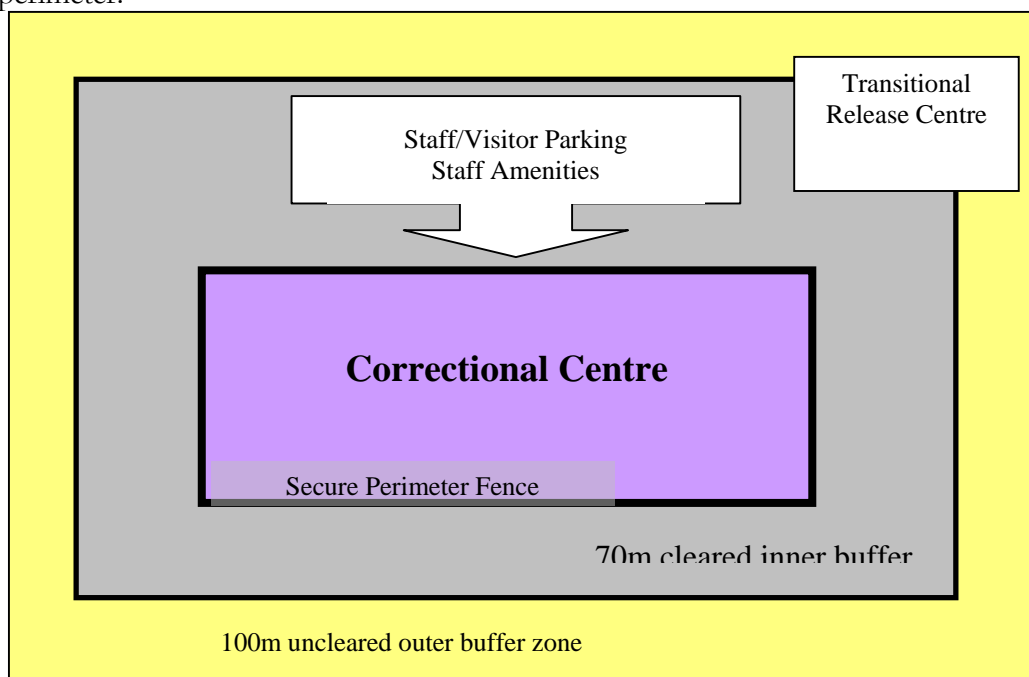
Vehicles responding to emergencies will proceed to the Gatehouse/sally port for directions.

The perspective from the car parks will be that framed by the combined Gatehouse/Visitor Processing Area, the secure fence and cleared buffer zone, staff amenities area, the Bulk Store, vehicle let down/turn around area and roads designed to reduce vehicle speed. From the car parks and the approaches to the Gatehouse/Visits Processing Area will be landscaped, consistent with security requirements, and will be visually attractive. The approach to the Visitor Processing Area, in particular, is to be non-threatening, particularly for children.

Zones

For security reasons, a number of “zones” will be established outside the secure perimeter fence of the correctional centre.

The diagram below illustrates the general zoning relationships outside the secure perimeter.



Buffer Zone

The buffer zone is to be a minimum of 170 metres wide outside the secure perimeter fence.

A 70 metres wide visually clear inner buffer zone outside the secure perimeter fence extending to existing or proposed screen planting lines is to be provided. The cleared buffer zone will consist of cleared ground and be subject to PTZ camera surveillance and possible recording with other imaging (e.g. thermal) technology on high-risk approaches to the facility. The zone would also include a pursuit road around the perimeter with circling nodes at several points.

The outer uncleared buffer zone is desirable to be a minimum of 100 metres wide and depends on siting limitations. Additional buffer planting may be required.

The buffer zone would include:

- an entrance road designed to minimise the risk of the perimeter, Gatehouse or sally port being rammed at high speed;
- a boom gate;
- staff bitumen sealed car parking spaces;
- visitor bitumen sealed car parking spaces;
- weather protected ACTION bus set down;
- mini-bus turning circle and standard bus drive through;
- an overflow parking area allowance for both staff and visitors with overflows to be located adjacent to the staff and visitor car parking;
- perimeter pursuit road (width of 4.5 metres) adjacent to the secure perimeter. The road requires turning circle nodes at main corners;
- Dog Squad facilities out of sight of the prison and visits areas;
- Bulk Store in cleared buffer zone; and
- surveillance systems.

An issue that must be considered in the design of the security and surveillance systems relates to the prevalence of fog.

Staff Amenities

Objectives and Desired Policy Outcomes

The staff amenities area will be located within the buffer zone.

The area will provide staff with appropriate storage for personal items and change room areas, minimising the introduction of goods, bags and other personal items into the Centre.

The amenities area will also include the provision of an area for staff training.

Design and Operational Considerations

ALEXANDER MACONOCHIE CENTRE (AMC)

The staff amenities area will be located within a direct line of sight to the Gatehouse. Staff amenities are to provide change and limited recreation facilities for a population of 127 custodial FTEs and general facilities for a total staff complement of 187 FTEs.

The staff amenities area will include:

- training facility with seating for 60 with data and telephone terminals (a moveable internal wall is to be investigated to provide flexibility in use);
- separate tea/coffee, food storage area,
- refrigeration and food preparation area;
- TV;
- outdoor barbeque area with some covered space;
- male/female/disabled toilets (with basin) and showers for staff;
- small gymnasium;
- staff car parking for 100 vehicles;
- 140 lockers (half size) for male staff and 50 (half size) lockers for female staff; and
- bench seating.

Staff will arrive in the staff amenities area from adjacent staff car parking. Staff will not be processed, but will have access to storage lockers and change facilities. Staff will then walk to the Gatehouse by a covered walkway.

Dog Squad

Objectives and Desired Policy Outcomes

The Dog Squad will assist with drug and other contraband detection and general security.

The Dog Squad facility will be located outside the secure perimeter in the buffer zone, accessible to but not observable from the prison or Visitor Processing Area. The facility will include an office for Dog Squad staff, kennels for dogs and carports and will be contained within a fenced compound.

Design and Operational Considerations

Dogs will be used for carrying out searches of the Centre and of the visitor processing area.

The Dog Squad facility will include:

- a small general office area;
- tea preparation and amenities area with shower, toilet and lockers;
- four kennel areas with single dog kennels, including a separate exercise yard per dog;
- two isolation dog kennels, including a separate exercise yard;
- an external fenced area for outdoor training of dogs;
- food preparation and storage areas for bulk dog food and appropriate storage of drug training swabs and samples;
- an external wash area, including facility for dog waste recycling and disposal; and
- five carports for work and staff vehicles.

Transitional Release Centre

Objectives and Desired Policy Outcomes

Pre-release Transitional Release Centres (TRC) have a valuable place in the rehabilitation, reintegration and resettlement of prisoners. They provide opportunities for prisoners to establish or re-establish support systems in the community. They offer prisoners a community style of living where groups of prisoners share a unit, some living/recreational areas, budgeting and cooking. This expands the opportunities available to prisoners to exercise discretion and decision-making.

These centres may also be used as a reward for good behaviour and sentence progression. Similar to transitional houses located in the community, these centres concentrate on life skills and similar programs that enhance the prisoner's prospects of restoring and maintaining the family unit, finding employment and generally readjusting to life in the community.

The TRC will be sited outside the secure perimeter of the AMC. Although low security, accommodation within the TRC will be within a chain link alarmed fence and will be under camera surveillance. To emphasise the residential nature of the accommodation and to contain costs, the standard of construction of the cottage units would be of a domestic style, with minor modifications to enhance security and durability (e.g. solid core doors).

Typically prisoners in the TRC will either have very short sentences to serve for minor offences or are close to release and are being prepared for return to the community. Locating the TRC outside the secure perimeter will minimise the interaction between prisoners in the TRC (many of whom would be going out into the community performing community service work or participating in training or education programs) and those in the secure centre. This, in turn, will reduce opportunities for the introduction of prohibited items into the main centre.

The TRC will therefore be positioned on the site with some separation from the secure area of the Centre. It will be accessed via a road off the main entry road to the AMC. It will have a 60 cottage-style bed capacity; 55 beds for men and 5 beds for women. It is not envisaged that the individual accommodation units will have internal surveillance.

This brief proposes cottage-style units comprising five bedrooms each, to facilitate prisoner decision-making and management.

Design and Operational Considerations

The TRC would include:

- single storey, five bedroom cottage units, five metres apart, with separate units for male and female prisoners and fencing to provide physical and visual separation. The accommodation units should provide excellent Indoor Environmental Quality (IEQ)

ALEXANDER MACONCHIE CENTRE (AMC)

and Thermal Comfort and will minimise Volatile Organic Compound (VOC) emissions.

- one unit in each of the male and female areas will be larger to accommodate ablutions to AS 1428 (design for access and mobility), with two bedrooms in each unit increased in width to cater for wheelchair manoeuvring;
- the larger female rooms will also be large enough to accommodate a mother and her child if necessary;
- bedrooms with movable furniture, single domestic bed, shelving, desk, space for clothing, desk lighting and property storage for one 65-litre container. The common areas will include laundry (including drying) facilities, movable furniture, table, chairs, lounge suite, appropriately scaled kitchen (for self catering), refrigerator, television, dry goods storage, fire alarms and intercom;
- general bedrooms sized at 6.6m² (apart from the larger rooms for mothers and children which should be sized at 10.4m²), with day rooms/common areas sized at 8m² for each prisoner. The units would include low wattage night lighting to facilitate night time observation of the units;
- two basins, two toilets (porcelain rather than stainless steel), one bath (in the unit for women only) and two showers for each unit;
- an external “sleep-out/porch”/smoking area;
- prisoner and visitor reception area to process prisoners for both reception and release and visitors;
- Manager’s office with adjacent officers’ station (seating for two) with computer access at the adjacent reception area;
- an administration office with four work stations and file storage capacity;
- medical or nurses room including desk, treatment couch, secure storage cabinet, hazardous waste disposal unit and small refrigerator;
- search room to undertake searches of individual prisoners where necessary;
- prisoner property storage area with 60 individual lockers for prisoners’ property;
- two external recreation and general grassed areas and hard courts for outdoor activities (one for males, one for females);
- kitchen for staff;
- two separate visits rooms for males (capacity of 20) and females (capacity of six), with attached “all weather” outside visits area and children’s fenced area. A common baby change/nursing room will be provided. Visits areas should be designed so that they can function as internal recreation areas when not being used for visits;
- amenities with male toilet and basin, female toilet and basin, and disabled toilet and basin;
- one separate legal/professional visits rooms for males and females able to seat four persons;
- ground maintenance equipment store;
- office store for storage of stationery, etc for the administration;
- general store, sized to accommodate all storage for the centre with one work station, delivery bay, prisoner access point and a commercial fridge/freezer;
- staff room seating for eight staff and amenities with facilities for microwave, boiling water unit, dishwasher and refrigerator; and
- two program rooms (capacity six), with two offices equipped for two programs officers. One of these should include provision for a small library and the other a computer storage area.

Programs are to be designed to prepare prisoners for release and to facilitate their successful re-integration back into the community. The effectiveness of these programs will depend on the extent to which they involve the community and provide links to community services and facilities.

There are four main types of transition programs:

- programs which develop a range of skills which may be useful in assisting prisoners adapt to community life upon release. These will include:
 - job seeking skills;
 - work awareness skills;
 - computing skills;
 - accessing community support services;
 - parenting skills;
 - career counselling, etc; and
 - participation in community activities.
- externally conducted vocational programs which provide specific skills for work in a particular industry. Vocational training programs will provide assessment of industry competencies relevant to prison employment;
- “reparation” programs, such as prison-based community service work; and
- interviews/briefings with other government agencies, non-government agencies or community groups.

Disabled access to and within the TRC will be required.

Bulk Store

Objectives and Desired Policy Outcomes

The Bulk Store will be located outside the secure perimeter and provide a depot for the receipt, processing, storage and dispatching of food and materials and equipment associated within the Centre. The Bulk Store is to be designed for seven days holding of non-perishable items, three days holding of perishable items and positioned to receive deliveries to the centre. The Bulk Store will break down bulk deliveries into individual consignments to service all units and buildings. The Bulk Store will also distribute pre-packaged consignments for the cottages.

Design and Operational Considerations

The Bulk Store area will also include the following elements:

- bird and vermin proofing;
- unloading dock and marshalling area;
- general store with a range of storage areas for different types of stock;
- freezer and cold store;
- one office for the stores manager, with one work station in the stores office;
- flammable store to provide for storage of goods such as fuel, chemicals, gas cylinders;

ALEXANDER MACONCHIE CENTRE (AMC)

- toxic store;
- clothing compactus for storage of prisoner clothing and staff uniforms;
- archive office and store area sized to house all archived prisoner records;
- amenities (change room, shower, toilet with basin and tea and coffee preparation facilities);
- plant, not located in the roof and easily accessible;
- covered “golf buggy”/electric cart, tractor and slasher and cart park;
- consideration for a waste recycling area; and
- a cleaner’s room.

The Bulk Store will be under camera surveillance.

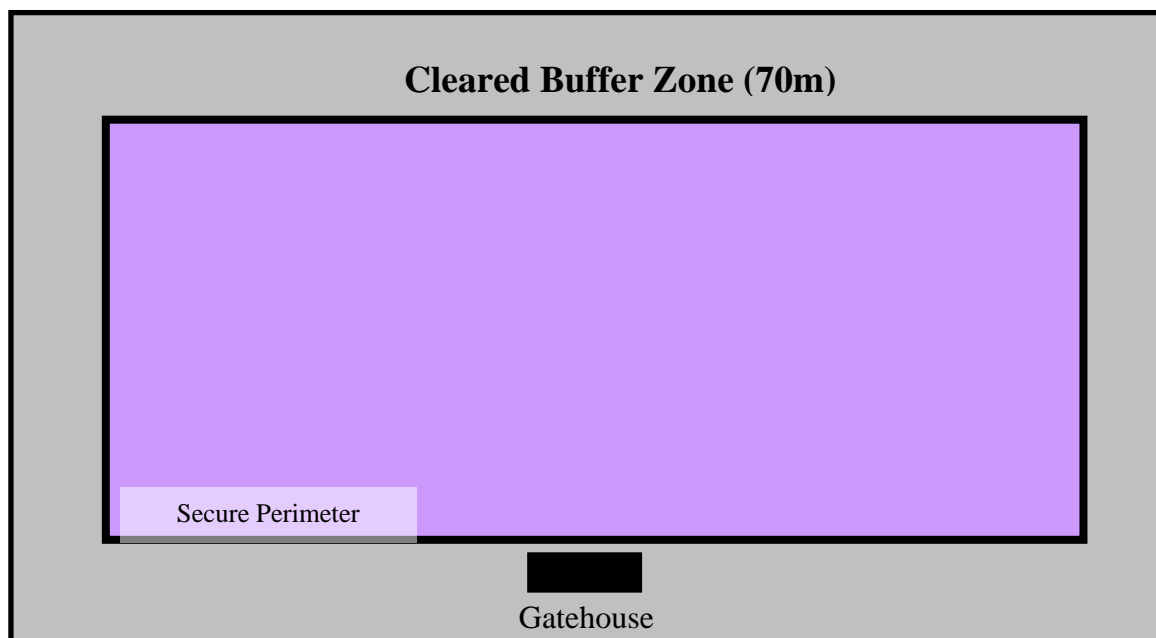
Notes:

1. ACT Workcover Regs 2001 state that mobile plant equipment is to be kept clear of pedestrians. Defined & separate plant & pedestrian pathways will be required.
2. If electric carts are used, a charging station will be required.

1.

SECTION FIVE: THE SECURE PERIMETER

Perimeter Security Barrier and Services



Objectives and Desired Policy Outcomes

The objective of the secure perimeter is to:

- Deter - provide an obvious barrier which entails some clear risk to intended passage through or out of the Centre;
- Detect - provide some method of reliably detecting a departing prisoner or of detecting another person attempting to enter the Centre unlawfully; and
- Delay - provide some method of delaying a departing prisoner or of delaying another person attempting to enter the prison unlawfully until such time as a response group arrives. A minimum of four minutes delay is required.

The perimeter security will be designed and constructed to provide a value for money deterrence to prisoners from escaping and delay those who do attempt to escape. It will also make it difficult for intruders to gain access to the Centre and its approaches.

The only access through the perimeter fence will be through the sally port and the Gatehouse/Visits Processing Area.

A “see through” mesh fence with razor tape and electronic detection, rather than a masonry wall, is preferred as the perimeter fence as this:

- maximises the effect of breezes, which increases amenity for both staff and prisoners;

ALEXANDER MACONOCHIE CENTRE (AMC)

- allows staff and prisoners to see the horizon, lessening the feeling of isolation from place and community;
- lessens the visual impact on the surrounding community;
- is difficult to scale due to the uneven nature of the fence;
- allows the attachment of appropriate sensors to detect any attempted escape;
- requires fewer surveillance cameras to monitor the zone; and
- is more simple in design, easier to construct and more flexible with varying site conditions.

Research on the elimination of symbols of incarceration and on the normalisation and humanisation of the correctional environment has shown that this contributes to a variety of positive results. For this reason, razor wire, while integrated into the security package, is to be minimised.

Design and Operational Considerations

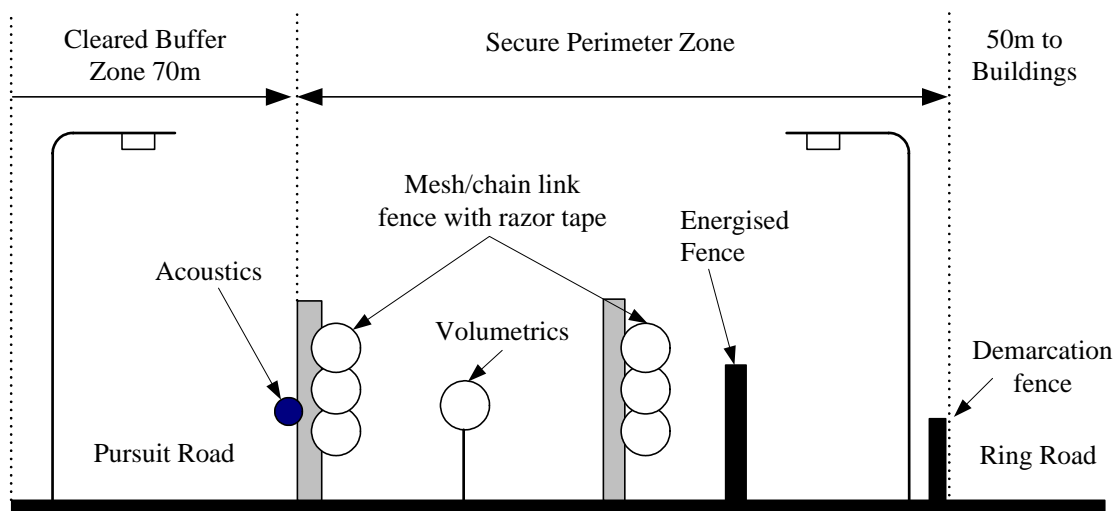
The typical layout of the mesh and energised fences and limited razor tape follows. Security is provided through a combination of physical barriers (the fences and razor tape) and electronic surveillance/detection systems. These systems will include:

- a total security management package, including documentation and maintenance of the system;
- high speed dome cameras and PTZ and monitors, which should be both input activated and activated by breaches of the security systems or PIRs;
- energised fencing (lug breaking strain not greater than 50kgs);
- acoustics;
- security lighting (minimum 10 lux on the secure perimeter zone);
- gravel surface to the secure perimeter zone;
- digital radio and telephone communications systems; and
- duress alarms, with in built location identification capability.

The detection and security systems associated with the secure perimeter will need to be fully integrated into the security and monitoring system for the whole Centre through the Master Control to ensure emergency response times do not exceed the delay times imposed by the physical barriers. The distance from the demarcation fence and the nearest building (before any later expansion) is to be 50 metres.

A pursuit road, with circling nodes, outside and adjacent to the secure perimeter will be provided to enable 24 hour patrolling of the perimeter. This will also facilitate a quick response to any attempted escape or incursion into the secure Centre from outside. Immediately inside the inner security fence, a ring road is required for emergency vehicle access to all parts of the Centre.

ALEXANDER MACONCHIE CENTRE (AMC)



Note: Given that the incidence of escape by women prisoners is low, the focus of the security system in and adjacent to the women's area of the prison is to protect the women and to minimise the introduction of contraband into the prison.

Gatehouse

Objectives and Desired Policy Outcomes

The Gatehouse (which is located under a common roofline with the Visitor Processing Area) provides the point of access into the secure centre. It will not breach the secure perimeter, but rather be integrated into its outer fence. The Gatehouse controls movement into and out of the Centre under stringent conditions.

The Gatehouse will include a separate sealed entry (sally port) for vehicle and staff pedestrian traffic. To minimise the impact on the security of the perimeter, the Gatehouse will be a two-storey building providing all access into a secure entry compound in the non-prisoner access zone.

Level one (ground floor level) will provide for entry and exit into and out of the secure centre, with appropriate biometric technology for the identification, registration and admission of staff and official visitors. Level one will also contain the Visitor Processing Area, outlined in detail below.

Vehicular access will be controlled through a secure sealed sally port lock that is sized to 4.5 metres by 20 metres (and to the full building height) with investigation of a possible "step-up" barrier to protect the door from vehicle ramming. The sally port door should be of a bi-fold configuration with perforated metal to provide a view of approaching vehicles and allow the ventilation of exhaust fumes. The sally port should be designed to facilitate surveillance underneath and on top of vehicles entering the prison. It must be under direct observation from the Gatehouse and be accessible from the same location.

Separate pedestrian access will provide for scanning by a metal detector. X-ray equipment will then check for contraband goods. Physical access is to be controlled. There will also be a personal search area, which allows alternate access to the metal

detection barrier. This area needs to reflect consideration of the potential impact on children and the needs of people with mobility disabilities.

Level one of the Gatehouse will also contain the Centre's armoury. This ensures that this equipment is secure, but is readily available when required.

Level two will include Master Control, which regulates and is responsible for the 24-hour security throughout the Centre. Level two will also contain the Administration area.

Master Control provides for the continuous control of all internal and external security systems, repeater monitoring of the Management Unit, movement control alarm monitoring and emergency responses, including contact with external emergency response agencies. Its location will also facilitate camera and visual observation of the pedestrian and vehicle sally ports in the gatehouse.

The key components of the Master Control are:

- secure airlock entry;
- control console/monitor stand (if required for CRT);
- equipment room;
- operator position;
- kitchen bench unit;
- Supervisor position;
- Intelligence Officer's position and Arunta (or equivalent) system; and
- cable trays with computer tile flooring.

Design features of Master Control include:

- console forms the centre of the space in front of the monitors;
- kitchen bench behind the console and operator's station with unimpeded vision of the monitors;
- kitchen bench upstand to prevent it being used from the console side;
- Supervisor's station behind the kitchen bench, separate from the console area;
- Supervisor's station with direct view of monitors and with direct access to the airlock entry;
- fixed bar stools in kitchen;
- a place for each piece of equipment and crockery in the kitchen;
- equipment room behind the monitor stand allowing direct access to the rear of the monitors to facilitate maintenance;
- short cable path from equipment room to control room;
- computer tile flooring with carpet tile;
- under floor cable paths indicated by colour coding of carpet tiles;
- transparent computer tiles surrounding equipment racks;
- equipment on the console or console turrets does not impair the operator's view of the monitors;
- position of top row of monitors does not cause neck fatigue;
- eyelines at the console cover sitting upright and relaxed positions;
- CTR or equivalent characteristics screen monitors (68cms);

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- anti-glare colour schemes;
- ABS trim on edges of bench tops;
- mid-height screens around Supervisor's station for privacy and neatness but do not impair direct view of monitors;
- storage units with sloping tops to discourage unwanted storage on top of units;
- toilets close to audible alarms or with repeater alarms;
- capacity for an additional operator should this be required in the event of future expansion of the prison;
- windows overlooking the prison for visual relief; and
- peripheral natural light.

The preferred design for the Master Control room is that in the Adelaide Women's or Mount Gambier Prisons in South Australia, incorporating a total security management package and documentation and capable of single officer operation (see above).

The Gatehouse building requires particular attention as its location adjoins the secure perimeter. The following material and equipment would require installation:

- boom gate on access road;
- video motion detection equipment to monitor the outside of the Gatehouse;
- razor tape or energised fencing extending along the eaves of the Gatehouse to the rear of the building and connected to the secure perimeter;
- other measures designed to deter, detect and delay any opportunity or attempt to scale the Gatehouse building externally; and
- approaches designed to facilitate Gatehouse observation and to reduce the risk of vehicle ramming.

Design and Operational Considerations

Level one of the Gatehouse will include, but be separated from, a Visitor Processing Area, which is outlined in the following paragraphs. Staff, official visitors and prisoners visitors will enter the secure area of the prison through a common electronic/magnetic screening and searching area which provides the only pedestrian access into the prison. The pedestrian entry should comprise floor to ceiling glass clad polycarbonate to provide a non-threatening and non-claustrophobic environment.

Level one of the Gatehouse will also include:

- a sally port/vehicle lock (4.5 metres by 20 metres by full building height), under and over vehicle surveillance and incorporating sliding doors and vehicle barriers with access controls;
- store areas;
- interview/search areas;
- officer station with clear vision and access into the sally port ;
- one office for the supervisor (with repeater primary monitor) and four work-stations;
- staff amenities area with staff toilet and tea/coffee preparation area;
- provision of lockers and shelving for response equipment;
- armoury where all weapons for the Centre are held;

- police weapons safe;
- counter with mesh screen for the reception and provision of weapons; and
- cleaner's room.

Level two of the Gatehouse will include the Master Control (see Design features of Master Control) which is summarised below:

- Master Control room to specified security standards;
- adjacent office for Arunta (or like system) and Intelligence Officer;
- stores area for office supplies;
- equipment area for general office equipment, including a safe;
- general tea and coffee preparation areas with microwave oven, dishwasher, boiling water unit and refrigerator; and
- amenities for staff including unisex toilet and basin, hot water and sink. A repeater alarm from the control panel in the toilet may be required.

Visitor Processing Area

Objectives and Desired Policy Outcomes

Any person who wishes to enter the Centre to visit a prisoner or remandee will be required first to book a visit and present themselves at the Visitor Processing Area through a discreet, family/child friendly entrance separate to the entrance used by staff and official visitors in the Gatehouse. The Visitor Processing Area will:

- allow visitors the time and space to settle down and prepare for entry into the prison in a non-threatening environment away from the main staff entrance;
- provide facilities for support agencies to interact with families;
- eliminate the risks associated with processing large numbers of people through the Gatehouse; and
- ensure that any visitor incidents can be managed away from the Gatehouse.

The area will provide for the processing of visitors in a non-threatening low security setting. Its design will reflect the needs of visitors, especially children, not accustomed to a prison environment.

Visitors will arrive at the Processing Area from adjacent visitor car parking and will be processed prior to proceeding to the visits area. Processing would include identification, registration (usually biometric), confirmation of booking and the securing of belongings. Electronic, magnetic and drug dog screening and possibly searching will take place in the adjacent security entrance area also servicing the Gatehouse.

It is essential that the AMC be well served by the Canberra bus service. Schedules should link in with visiting times and with staff starting and finishing times. Bus shelters should be provided adjacent to the Visitor car park.

Design and Operational Considerations

The Visitor Processing Area would include:

- a visitor reception/entry with an receptionist's station and waiting area. This area and ancillary facilities should be of a sufficient size to accommodate possible visitor numbers for up to 40 prisoners (assuming two visitors per prisoner);
- reception counter to include child/wheelchair height area;
- a secure room with separate external access to manage, secure and possibly search any unruly visitors away from the main Visitor Processing Area;
- visitor car parking for 50 vehicles;
- winding path from car park to reception;
- fixed internal seating;
- 100 lockers for visitor storage of bags, phone, keys etc;
- vending machines;
- visitor processing area with biometric technology to aid in visitor identification and verification;
- separate male/female and disabled toilets (with basins) for visitors;
- baby change room for visitor use;
- two separate interview rooms for Prisoners Aid with seating for 4; office for two volunteers and amenities area (hot water, sink, refrigerator) for volunteers, including coat hanging and storage space; and
- access via the common electronic/magnetic screening and search area into the prison.

Administration Area

Objectives and Desired Policy Outcomes

The Administration Area is located on Level two above the Gatehouse and on the same floor as the Master Control.

An Administration Area is required to cater for the administrative functions of the Centre. This area will provide an environment for senior management, who have extensive commitments outside the Centre, and also for non-custodial staff who have limited need for movement within the main secure part of the Centre. The standard of accommodation will be expected to comply with ACT OH&S requirements, Standard AS/NZ 1428 (design for access and mobility) and the Department of Disability, Housing and Community Services checklist for building and facility access.

Consideration needs to be given to custodial officer access from the main area of the prison without having to secure and recover keys, radios and other equipment.

While some non-custodial staff may have only a limited need for movement into and within the Centre, the General Manager and the Intelligence Officer need to be able to quickly access Master Control and other operational areas within the Centre from the Administration Area.

The General Manager's office should have vision over the site.

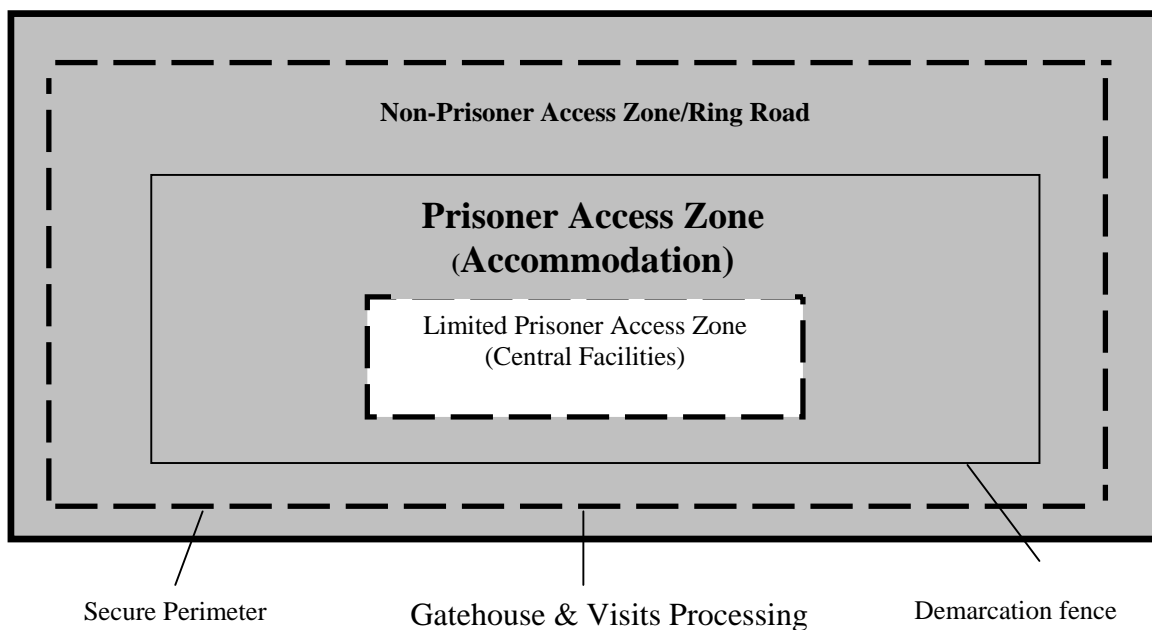
Design and Operational Considerations

The Administration Area would include:

- entry, waiting and reception areas, with components at wheelchair height;
- conference room with an appropriate table and seating for up to 12 persons. The room would contain tea and coffee preparation facility, refrigerator, electronic whiteboard, data terminals and secure storage space (including for Centre design drawings);
- one interview room able to accommodate four persons;
- six offices for managers;
- stores area for office supplies;
- general office area, with work stations (eight) in an open plan arrangement for support staff;
- equipment area for general office equipment, including a safe;
- kitchenette with food and drink preparation areas, microwave oven, dishwasher, boiling water unit and refrigerator and dining area;
- amenities for staff, including male toilet and basin, female toilet and basin and disabled toilet and basin;
- server room;
- cleaner's room; and
- disabled access (including a lift and sloped walkway).

SECTION SIX: COMPONENTS WITHIN THE SECURE PERIMETER

Zones



Given the complexities of the prisoner population, effective movement control will be a critical design, technology and management issue.

As far as possible, discrete accommodation areas, that is, cell blocks and accommodation cottages, should be self-contained with services, such as laundry facilities, video conferencing suites and interview rooms to reduce movement requirements.

Within the secure perimeter, zones are required for security and movement control purposes. Broadly, the zones within the secure perimeter will be classified as a Non Prisoner Access Zone, Limited Prisoner Access Zone and Prisoner Access Zone.

Non Prisoner Access Zone

The Non Prisoner Access Zone extends from the demarcation fence inside the secure perimeter to the secure perimeter itself. Under no circumstances will prisoners be allowed within that zone.

Limited Prisoner Access Zone

Prisoners will be permitted access to this zone and the central facilities located there on a limited and controlled basis, at specified times and under supervision. It will be in this zone that the progression from the Non Prisoner Access Zone to the Prisoner Access Zone occurs.

Prisoner Access Zone

Two accommodation types will be located in this zone. The first will be cell accommodation, which allows limited prisoner movement and is secure. The second is cottage accommodation, which is less secure and allows for greater freedom in prisoner control over the environment and greater movement, particularly to outdoor areas.

The following minimum distances are to be maintained between buildings:

- 20 metres in secure accommodation areas; and
- 10 metres in cottage accommodation areas.

Unobtrusive separation is required between various groups of prisoners. Physical and visual separation will be required between male and female prisoners and remandees. Physical separation is also required between remand and sentenced prisoners and between cottage and secure accommodation areas. In the latter case, the physical separation, again, must be unobtrusive. The following minimum distances are required to be maintained to the boundaries separating the areas outlined above:

- male/female 25 metres
- remand/sentenced 25 metres
- cottage 25 metres

All buildings will also be required to be a minimum of 50 metres from the inner perimeter demarcation fence to cater for future expansion. After expansion this figure may be reduced to 25 metres.

Planting

Planting will be restricted in the Limited Prisoner Access Zones and the Prisoner Access Zone to grassing and shade trees only. Planting will not infringe on security requirements and foliage would not impede line of sight requirements nor be able to be used to conceal weapon positions or the concealment of contraband. Sustainability considerations will reflect the extent of xeriscape planting and grassing. (See PA)

Components Within the Prisoner Access Zone

The components within the Prisoner Access Zone may be classified as follows:

- central facilities, which contain Operations/Movement Control, visits facilities, prisoner admission/reception facilities (including laundry and video conferencing facilities), Community Health Centre and Crisis Support Unit, utilities and maintenance workshop, kitchen, laundry, recreation/canteen areas, education and vocational training areas, and rehabilitative program areas with office space for designated staff; and
- male and female accommodation areas, with cells (males only) and cottage units.

The AMC will require a means of communicating with individuals and groups which does not reinforce an institutional atmosphere. For example, a public address system

such as the “talking rocks” concept at Dillwynia Women’s Prison in NSW might be suitable.

In the central facilities area, which is in the Limited Prisoner Access Zone, appropriate colours and finishings should be used to clearly delineate areas that staff only may access and those areas that both staff and prisoners may access.

Sub Section One- Central Facilities

Central facilities are expected to comprise:

- operations area and Movement Control;
- visits facilities;
- prisoner reception/assessment/discharge facilities (including laundry and video conferencing facilities);
- Community Health Centre including Crisis Support Unit;
- utilities areas;
- maintenance area (and offices);
- central kitchen and staff dining/recreational area;
- recreation areas/prisoner canteen;
- education and vocational training areas
- 300m2 workshop (with capacity for expansion);
- rehabilitative program areas;
- offices for designated staff; and
- fire appliance and emergency vehicle access via an internal ring road.

Operations Area and Movement Control

The Operations Area will consist of offices for those senior custodial officers who will be located within the centre. Movement Control, with two officer stations, (a third is located in the women’s area) is also necessary for the control of movement from the Prisoner Access Zone into the Limited Prisoner Access Zone. The Movement Control position must have line of sight observation of male accommodation area entrances/exits.

An additional station is required for the officer maintaining details of the location of every prisoner. An electronic solution to this particular management problem is sought.

The Operations Area will include a riot control equipment and preparation room for use by the Emergency Response Group and by shifts as a briefing room with an attached “Key Watch” or equivalent system and radio, etc issuing point.

A secure contraband storage repository would also be required.

After hours, the Movement Control function will be transferred to Master Control.

Visits

Objectives and Desired Policy Outcomes

Although prisoners lose their liberty they should not lose contact with family, friends and the community. This is reflected in Articles 12 and 16 of the *International Covenant on Economic, Social and Cultural Rights, 1976*.

The negative effects of loss of contact with family and community include making time in prison harsher, increasing social isolation, exacerbating the potential for family break-up and increasing the risk for children of prisoners coming into contact with the criminal justice system. Loss of contact with family, friends and community is also likely to increase recidivism, as the prisoner upon release is unable to cope personally and socially without support and returns to former patterns of behaviour. Support services should be directed at families to encourage them to stay involved and at communities to promote engagement in prisoner rehabilitation. It is also important to consider the specific needs of children, who need access to both parents, particularly the primary carer.

In addition, given that crime emerges as the product of the joint failure of the individual and of the society of which he or she is part, the community has an obligation to remain engaged with its prisoners and to assist in their rehabilitation.

An effective system of visits will also assist in the maintenance of prisoner morale and in fostering a benign centre “temperature”.

To achieve these objectives, the design of the Centre needs to include facilities for a range of visiting arrangements. In the main, contact visits for women will take place in the women’s area of the prison. The main visits complex is primarily for male prisoners and their visitors, although women prisoners and their visitors will have access to the non-contact visits and family visits areas.

Visiting arrangements and facilities will be suitable for all types of visitors, including children, family and friends, professional workers and volunteers and those with disabilities. The facilities are to be family (especially children) friendly, promote a relaxed atmosphere (though excellent natural light levels, soft colour finishings and furnishings and low profile furniture), and where necessary provide privacy. Visits will be encouraged and regular times for visits identified and promulgated in a form and through several media easily accessible to potential visitors who will be dependent on varying sources of information.

Facilities for families with children are essential, and child play areas (BCA standards) are to be available. A mothers’ room and tea and coffee preparation facilities is to be provided. Outdoor facilities for informal social activities, such as barbecues, will be made available. These will include sitting spaces, shade and windbreaks.

In addition suitable facilities for professional visitors, such as legal representatives and the Official Visitor, to visit prisoners in private are to be provided.

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While visits will take place 7 days each week, scheduling will be necessary to ensure equity of access and that the opportunities provided by legal/professional visits are fully realised. The feasibility of evening visits will also be investigated by AMC management.

Prisoner movement to the Visits area will be from the Limited Prisoner Access Zone through secure locks containing search and interview rooms to the contact Visits area. Prisoner searches will be conducted prior to and after a visit, and some prisoners may be required to wear special visits clothing. Supervision of prisoners entering this area and the Visits area would be required.

Visitor movement to the Visits area will be from the Non Prisoner Access Zone through a visitor waiting area to both contact and non-contact visits areas. A secure lock would separate the waiting area from the visit area. An officers' station must be able to visually monitor the contact visiting and visitor waiting areas, as well as to control visitor movement. Visitors will be allocated a table in the contact visit area or a booth in the non-contact visit area. The tables will be designed to facilitate observation and minimise the passage of contraband. Legal visits will occur in interview rooms, also accessed through a secure lock.

The Visits area, excluding the family visits area, will be under high-speed dome camera surveillance. This includes the professional visits area, which will also be under the observation of an officer for the protection of visitors.

Design and Operational Considerations

A visitor may be prohibited from entering or remaining in the Centre if the person is considered to present a risk to the good order or security of the Centre or the safety of prisoners or others. Reasonable force may be used to hold a person for the police or to compel a person to leave a prison. (see Visitor Processing Area).

Generally, an ACT judge or magistrate will be permitted to visit the Centre at any time.

Lawyers acting in the course of their practice, at times specified, will also be permitted to visit a prisoner. These visits will take place in the view, but not in the hearing, of an officer. Police officers may also visit a prisoner, after leaving their weapons in the police weapons safe at the Gatehouse.

The design of the Visits area needs to minimise the number of staff required to provide supervision and observation. For instance, visits by male remand, sentenced and protection prisoners, in separate areas, should be capable of being observed from a single officer's station.

The Visits area will also include:

Contact Visits

- sized to allow visits for up to 40 prisoners and 80 visitors with tables of varying capacity;
- separate entries and search areas for prisoners and visitors;
- separate entry and exit route for prisoners and double-sided lockers;

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- internal and external fixed transparent tables; fixed and robust seating for prisoners and visitors;
- tables and seating designed to minimise possible transfer of contraband from visitors to prisoners and control direct physical contact;
- high speed dome cameras with pre-sets for every table, activated through a touch screen;
- maintenance of clear pedestrian routes in areas between seat groupings;
- officers' station and CCTV to Master Control to be able to monitor all activities;
- kiosk amenities area with tea and coffee preparation facilities, including water cooler and vending machines (for possible operation by a community agency); this needs to include facilities at child height;
- internal or covered children's play area; and
- two family visits areas, each including a lounge, child's bed, toilets, basin and television.

Non-contact visits

- a total of ten separate cubicles designed to permit simultaneous male and female non-contact visits with a single visitor; two cubicles to be configured for two visitors;
- the cubicle/access should be designed to permit a child to join its parent, while keeping the adults separate (the concept being not to punish the child for the infractions of the parents);
- separate entry for prisoners/visitors;
- fixed prisoner seating;
- an effective voice transfer system; and
- the design solution must facilitate proper supervision of visits.

General

- four separate interview rooms (each able to seat four persons) for professional visits, designed to permit male and female prisoners to have professional visits simultaneously;
- two way prisoner entry/exit;
- visits area would include disabled toilet, baby change area, male toilet with airlock and basin and female toilet with air lock and basin;
- there are to be no prisoner toilets in the visits area;
- visits area must be observable from a single officer's station;
- prisoner change areas must not be observable, other than from the officers' station; and
- cleaner's room.

Prisoner Admission and Assessment

Objectives and Desired Policy Outcomes

The early hours and days following reception and admission are particularly vulnerable times for new arrivals. Accordingly, the emphasis during prisoner admission and assessment needs to be on one-on-one interviews and the timely and comprehensive sharing of information to manage risk and to give effect to duty of care considerations. Tours, meetings with staff and prisoners and induction briefings (supported by video) of

how the Centre operates and what this means to the prisoner should occur during that time. Allowing new prisoners to become accustomed to and comfortable with the environment is important.

Each new prisoner will be assessed on his or her physical and mental state, disabilities, vocational skills and experience, education level and social skills and a specific statement of need(s) developed. This statement and its periodic revision will form the basis of a program or programs to address those needs, to be facilitated through the prisoner's formal Case Management.

In providing a thorough prisoner admission to the Centre, a complete assessment of the prisoner's needs will be undertaken. This assessment will include:

- personal, employment and learning goals;
- education and training;
- previous prison experience and behaviour;
- cultural, language and/or spiritual needs;
- coping needs;
- communication skills; and
- health and substance abuse assessment.

Individual health and other assessments will occur during the admission process. Health care assessment will cover:

- physical health history and status;
- mental health history and status;
- immunisation requirements (such as for Hepatitis B);
- counselling regarding HIV/HEP issues;
- voluntary blood testing;
- health education and promotion; and
- referral to other health care professionals, if necessary.

As well as undergoing a physical health assessment, prisoners during admission will meet with Centre psychologists, education officers, chaplains and social workers to identify their interests, work skills/experience, educational needs, recreation needs and life skill needs. These assessments will result in a program of activities agreed between the prisoner and the professional staff, to be implemented following induction as the basis of Case Management. During this assessment process, staff need to be in contact with family members and previous Case Managers.

At all times, while it is imperative that the confidentiality of individual assessments and ongoing Case Management are strictly maintained, duty of care obligations are not to be compromised by staff failures to share information on risk.

Regular internal and external reviews of the initial and subsequent assessments and the selection of and participation in mandated programs and their impact will form the basis of continual evaluation and reporting of the prisoner's progress as part of the Case Management process.

Design and Operational Considerations

Confusion, anxiety and agitation are often associated with the admission process. Therefore architectural design and management of the entry space must provide a calm environment, in association with an appropriate process.

A single prisoner reception/assessment building catering for approximately 30 receptions/week will be provided for all categories of prisoners. Complete visual and physical separation should be provided between female and male prisoners.

The prisoner reception/assessment building would be used to receive, settle, reassure and admit new prisoners into the Centre. It will provide for the issue of prisoner clothing and receipt and storage of prisoner property. The building will also be utilised for the transfer of prisoners out of the Centre (for example, to courts, AFP interviews, etc) and for their return.

The building will ensure that the personal privacy and dignity of prisoners is maintained as they pass through the process outlined below.

The building requires good vehicular access to and from the Gatehouse and will be designed to facilitate the activity flow for admission and assessment or discharge to take place in the logical sequence.

Typically the process that forms prisoner admission and reception is as follows:

- unload in vehicle lock;
- check-in, including identification check;
- locate in holding cell, with the opportunity to telephone next of kin;
- access drinking water; undress, shower, strip search in the processing area;
- recording and storage of personal property, including clothing;
- prisoner clothing issued in the processing area;
- body weight, height, photo ID, measurements and biometric information taken in the processing area;
- initial health assessment upon reception and an assessment of risk;
- locate in holding cell prior to travel to accommodation unit;
- induction or other unit accommodation;
- full health assessment at the Community Health Centre; and
- Case Management assessment within 24 hours of reception.

The admissions/reception and processing area would also include the following elements:

- office with a reception counter for staff;
- a separate interview room (seating for six persons; fitted for police interviews including telephone);
- screened area for the searching of prisoners;
- four holding cells (capacity five each) and five single cells located in separate groups to keep apart processed and unprocessed prisoners;

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- one male holding cell (capacity 5) and one female holding cell (capacity 5) to be configured lounge-style;
- the holding cells for women should not be observable from the cells for males;
- holding cells with a SS toilet, basin and TV in each cell;
- a prisoner issue area with access to a store area for limited stocks of clothing, footwear and consumables;
- central laundry area with driers, washing machines and laundry tub.(Alternative locations are to be explored);
- prisoner property store area rated at 130% of prison design capacity, with one container (capacity of 65 litres) per prisoner held in a compactus and clothes hanging space and with another container (capacity of 65 litres) per prisoner held in each prisoner's cell or bedroom;
- staff toilet, basin, tea and coffee preparation area;
- separate showers for male and female prisoners in the processing area;
- a cleaner's room; and
- a small secure room to hold the property of prisoners pending court appearances or discharge.

The admission building would also contain:

- a large conference room, adjacent to the holding cells, for meetings of the Sentence Administration Board. This facility should include seating for ten Board members, three secretariat staff, a prisoner and up to three escort officers. Additional seating for four persons is also required. The room should be fitted for video recording and video conferencing and include a separate waiting area with seating for four persons and a small adjacent kitchenette; and
- an Operations Area adjacent to Movement Control with observation of the main area of the Centre.

In summary, the building will be able to:

- facilitate the routine operational management of the Centre;
- receive and discharge prisoners and remandees;
- transfer prisoners to courts and other facilities (such as hospital);
- facilitate the workings of the Sentence Administration Board;
- support procedural compliance and documentation;
- store prisoners' property and personal effects; and
- hold remandees or prisoners for short periods.

Community Health Centre and Crisis Support Unit

Objectives and Desired Policy Outcomes

General

Poor health, including a high incidence of mental health and substance abuse problems including co-morbidities, is prevalent among prisoners. Prisoners, particularly women prisoners, have also been found to have backgrounds of physical, mental and sexual

abuse. Historically, health care in prisons has not received the level of attention or resources that it requires. It is therefore essential that the ACT embraces best practice correctional health models in formulating its health and related policies.

The basis of the health policy would be to minimise self-harm, to reduce dependency on drugs, to address mental health issues and to promote a healthy lifestyle. The standard of health services provided within the Centre should be at least equivalent to that available in the general community.

Health care delivery will be integrated with correctional responsibilities, not just added on as a separate activity. It follows that the appropriate model is that of community health care, would will respond to the “Healthy Prison” concept described in Section One and implement the joint ACTCS and ACT Health Prison Health Plan.

It is necessary that prisoners have access to screening, referral and treatment for essential services, such as:

- emergency health care (i.e. where a delay in the provision of the health service may endanger the life of the prisoner);
- general health care where the condition is likely to deteriorate to an emergency or affect the prisoner’s ability to carry on the activities of daily living;
- mental health care provided in response to disturbances of thought, mood, perception, orientation or memory that significantly impairs judgment, behaviour, the capacity to recognise reality or the ability to meet the ordinary demands of life. This includes the provision of both acute and long-term mental health care services and their integration with community-based services;
- dental care for acute dental conditions, preventive treatment and dental prosthesis as recommended by the centre dentist; and
- specialist care will be provided (if required) where the condition is likely to deteriorate to an emergency or affect the prisoner’s ability to carry on the activities of daily living.

Pregnant prisoners will have access to the same level of support as is available in the community and arrangements will be made to ensure that labour and child birth occurs outside the prison environment.

Where it is determined to be in the best interests of the infant, provision will be made for the infant to reside with the mother in custody up to the age of three, although legislation should provide the officers making decisions in this area with some discretion on age.

Prisoners will have reasonable access to other health services (e.g. general health check-ups, pharmaceutical, optical and hearing services) in keeping with community standards.

Mental Health

A high proportion of persons in prison suffer from mental health problems including behavioural disorders. Many persons admitted to a correctional centre may either have a history of mental illness or display symptoms of mental illness or behavioural disorder, which are may be linked to substance abuse. Symptoms may only become evident after arrival at prison which may exacerbate a latent condition.

While there are difficulties associated with both definition and measurement of mental illness, the proportion of prisoners periodically exhibiting symptoms of mental health problems, notably behavioural disorders, is significant. It is essential that there be an effective joint health/corrections response to these issues within the AMC and from other resources and facilities. This response would not include securing in the Centre persons with mental illnesses who are not prisoners.

Alcohol and Other Drugs

Illicit drugs pose one of the most serious problems in prisons. Drug use can cause death or serious illness (through overdosing), spread blood borne viruses and diseases such as AIDS/HIV and Hepatitis B and C (through shared use of dirty needles), react badly with prescribed drugs, cause violent behaviour, jeopardise rehabilitation, and impact negatively on families.

The AMC will have in place policies and procedures to deal specifically with drugs in prison. Prison drug and alcohol policies will be an integral part of Centre management, addressing health care, rehabilitation and reintegration, and administration and discipline. Drug use, particularly injecting drug use behaviour, presents as an OH&S risk to staff, other prisoners and visitors.

Australia's national drug strategy has recognised that some illicit drugs will get into prisons and the appropriate response is to adopt the policy of harm minimisation.

Harm minimisation in the prison setting is aimed at:

- reducing the demand for illicit drugs by appropriate treatment and rehabilitation programs designed to prevent the uptake or continued use of harmful drugs;
- reducing or disrupting the supply of illicit drugs by preventing their entry into the centre and concealment within the centre, as well as by reducing the demand for them; and
- reducing the harmful effects of drug and alcohol abuse on individuals and communities, by addressing drug related health issues.

The main objectives of the Centre's application of harm minimisation will be to ensure:

- the security and safety of prisoners, staff and visitors;
- the safe withdrawal and rehabilitative treatment of remandees;
- that the health issues related to alcohol and drugs are addressed; and
- that the Centre does not become an epicentre of infection and so compromise public health.

Health issues surrounding alcohol and drug use in prison need to be addressed in the Centre in order to reduce the harm caused to prisoners and to the community at large, particularly the harm arising from sero-conversions as a result of injecting behaviour. This will be achieved by ensuring the availability of drug and alcohol education dealing with the safe use of alcohol, controlled drinking strategies, safe injecting practices, safe sexual behaviour, drink-drive programs, quitting smoking programs, etc. These demand reduction initiatives will be complemented by researched-based operational policies dealing with drug issues. This will include, for example, the use of differential sanctions for varying types of drug use offences.

A high percentage of prisoners abuse drugs or alcohol, or both. It is important that drug and alcohol rehabilitation and treatment programs are a major aspect of prison activity. Rehabilitation and treatment programs will be an integral part of the demand reduction element of the harm minimisation policy.

This will require, as part of the Case Management system, continuing assessment and intervention through effective treatment programs.

A variety of treatment programs are essential in catering for the differing needs and types of prisoners. Treatment programs will be required to address the reasons why prisoners are motivated to take drugs or abuse alcohol; they will include counselling and psychological therapy/behaviour modification.

The level of health services available should be comparable to those available in the general community. These should provide detoxification; access to methadone programs and alternative pharmacotherapies where proven effective; appropriate programs and facilities for prisoners with dual diagnosis, including access to support groups, and appropriate facilities for those at risk of self-harm.

Drug detection measures will also be in place using drug detection dogs, appropriate technology, including ion scanning and possibly x-ray back-scatter equipment and dermal patches.

Prisoners on transitional release will be housed outside the secure perimeter to eliminate the possibility of these prisoners bringing drugs back into the secure area of the Centre from outside.

Visitors will also be fully informed of regulations surrounding visits, including the consequences of introducing drugs and other contraband into the Centre. This includes prosecution and the termination of visiting rights for varying periods.

Staff will also be clearly advised that any attempt to bring drugs into the Centre will result in criminal prosecution and dismissal.

The ACT has a duty of care to protect prisoners at risk, particularly from self-harm, violent assault and blood borne diseases. All reasonable steps must be taken to prevent risk of self-harm, injury and ill-health.

Until such time as OH&S, industrial relations, therapeutic and other issues are dealt with to the satisfaction of all stakeholders, a needle exchange program, as a discrete, stand-alone correctional program, will not operate within the AMC.

Design and Operational Considerations

A Community Health Centre will be provided in the AMC, equipped for assessment, treatment, consultation and clinical support to meet the primary health needs of the prisoner profile. The AMC's Health Centre should look like a community health facility, rather than a traditional prison medical centre separate from other therapeutic staff and facilities.

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The design is to encourage Health Centre staff and other AMC therapeutic/programs staff to deliver a holistic service.

Assessments and consultations will take place within the secure perimeter to minimise movement costs and to preserve security. Significant surgery would require prisoners to be escorted to/from hospital and during any period of hospitalisation.

Prisoners requiring mental health treatment in a secure environment will be accommodated away from the Centre in a separate forensic mental health facility in NSW or in the ACT (when and if such a facility is available) in accordance with the *Draft National Principles for Forensic Mental Health*.

Prisoners requiring crisis support are susceptible to self-harm and within the Crisis Support Unit a range of accommodation will be provided, including a “soft” cell for extreme cases. The Crisis Support Unit would require local CCTV and other surveillance and remote monitoring and recording.

Health facilities have a functional relationship with the prisoner reception, assessment and processing area and comprise an important part of the induction and assessment process. They would share one vehicle lock.

The Community Health Centre will consist of an in-patient area, an out-patient area, nurse triage room in the women’s area and a Crisis Support Unit.

The design of the Health Centre would reflect that of other community health centres, bringing health and other therapeutic staff and their services together to encourage a holistic approach to prisoner health.

In-Patient Area

The in-patient area will comprise:

- an interview room;
- two, two bed wards and one, one bed ward;
- three external courtyards off these wards;
- single disabled toilet, basin and shower in each ward;
- single bathroom with disabled bath and shower: and
- remote health status monitoring equipment when available.

Notes:

1. The in-patient beds are primarily for prisoners in transit to and from public hospitals. It is anticipated that prisoners will be classified either as “sick in cells” or admitted to hospital.
2. One ward should not be observable from another.

Out-Patient Area

The out-patient area will comprise:

- a movement control area;

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- two prisoner waiting rooms;
- ambulance access;
- a casualty holding area located close to ambulance lock entrance for short term holding of prisoners with acute medical needs;
- a nurse's office for the nurse supervisor;
- a nurse and officer station centrally located in the outpatient area (with coverage of the in-patient area also) to provide supervision of entry/exit, the foyer and prisoners. Its design should facilitate, rather than hinder, prisoner and officer/nurse interaction;
- a records area for storage/access to medical records of prisoners and space for archived files for prisoners;
- four consulting rooms with direct access to the treatment room;
- treatment room with mobile X-ray equipment;
- a secure medication room for the preparation of medication before distribution to prisoners. This room, located away from waiting areas, would also include facilities for the secure temperature controlled storage of medication;
- a methadone program area for prisoners who have received their dose, sufficient to accommodate up to 10 prisoners. CCTV surveillance to Master Control;
- a clean laundry, medical store area, dirty utility area (including pan wash) and clean linen area;
- a staff room to include seating for 20 with tea, coffee and food preparation area to be shared with other AMC therapeutic staff;
- an external staff courtyard off the staff room;
- a dental area to be designed in conjunction with dental health authority specific requirements (including a work area with x-ray machine); and
- a cleaner's room.

Crisis Support Unit

The Crisis Support Unit will include:

- crisis support wards (three, two bed wards and one, one bed ward) including separate ensuites, proximate to an officer station for ease of supervision and observation;
- two day rooms for crisis support prisoners, with physical and visual separation;
- two exercise yards, with physical and visual separation; and
- "safe" and "soft" cells to current standard layout with controlled access to an ensuite.

Notes: (1) The Crisis Support Unit must be located close to the nurse and officer station to facilitate immediacy of response and observation regimes.
(2) The Crisis Support Unit wards must be under observation/recording via coloured monitors to promptly identify any blood spills.
(3) See Memmot, Eckermann and Reser (1999).

Distribution of Medication

Strictly controlled drugs such as methadone will only be distributed to prisoners for dosing under supervision in the Health Centre. Other controlled drugs will be distributed by nursing staff with prisoners serviced from officer stations in the various units. Other drugs will be distributed from the Health Centre for self-medication.

Kitchen

Objectives and Desired Policy Outcomes

The kitchen is to be both a training facility (to Cert 2 level) and to provide pre-prepared meals (Regothermic) to cell blocks, Community Health Centre, Management Unit and staff. The meals provided by the kitchen will not include breakfast in the cell blocks or Management Unit.

The need to provide some level of independence to prisoners will be recognised with the provision of cooking facilities in cottage units, while a central kitchen will service secure units and the Health Centre. This kitchen will provide meals to a staff dining area (with seating for between 40 to 50 staff) adjacent to the kitchen. Providing meals to staff on duty reduces the possibility of contraband being introduced in lunch boxes and minimises the 'down time' in staff movement outside the perimeter for breaks.

The Kitchen will be designed in a manner where food preparation by staff and prisoners and training in this field can occur with minimal disruption. It will contain a kitchen, offices, lunchroom and various storage and wash-down areas. The Kitchen is to be designed to a standard suitable for the delivery of Cert 2 training. While seeking efficiency, some operations in the kitchen may be less automated in order to provide prisoner employment opportunities.

Associated with the Kitchen will be bulk food stores, cold room and freezer rooms matched to temperature requirements, all with a capacity for holding three days stock.

A facility for bulk food delivery and distribution, rubbish sorting for recycling and collection and equipment access will be required.

Design and Operational Considerations

The Kitchen area would also include the following elements:

- main kitchen (including a bakery);
- separate pot scrub areas;
- servery to staff dining room;
- trolley hold area;
- trolley wash area;
- separate food preparation and cooking areas to meet food handling standards and cultural requirements;
- adequate cooking equipment to feed prisoners and staff;
- two offices;
- staff dining room (seating for 40 to 50 staff) adjacent to kitchen with external courtyard and lounge/recreation area;
- cold room storage with cool rooms and freezer;
- dry store (for three days holding of stock) with prisoner canteen and distribution point;

- prisoner lunch room for kitchen workers with tea preparation bench and access to a fully screened external area;
- a secure external smoking area;
- amenities for staff, supervisors and prisoners;
- storage for decontamination and BA equipment;
- compactus/bin holding and wash area;
- cleaner's room; and
- the design needs to give consideration to future expansion.

Utilities

Objectives and Desired Policy Outcomes

The utilities building will contain the major plant and equipment for the safe and secure functioning of the Centre. It should be located in the Limited Prisoner Access Zone to reduce the possibility of vandalism.

The building will contain the electrical substation, main electrical switchboard with backup generator power for the site and the uninterruptable power supply (UPS). The bird and vermin proofed building would also contain the site HVAC (or alternative system) plant, pumps and workshop and have easy vehicle access.

Design and Operational Considerations

More detailed design and operational specifications will be developed as part of the detailed design development. The utilities area will, however, include offices for the Maintenance Manager and Maintenance Officers.

Recreation

Objectives and Desired Policy Outcomes

A range of sporting and recreational activities will be available to prisoners and will be appropriate to security classifications. Custodial officers, recreation officers and other programs and health staff will develop and implement activities, engaging community organisations in the process, to ensure that activities are consistent with Case Plans and provide links to similar community activities upon release.

Some examples of sporting and recreational activities which may be included are:

- team or individual sports eg. volleyball, baseball, table tennis;
- games e.g. board games, computer games;
- hobbies e.g. gardening, reading, computing;
- music e.g. listening to and/or playing music;
- arts and crafts e.g. drawing, painting, pottery; and
- environment, conservation and restoration.

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Prisoners will be able to purchase a range of approved arts and crafts products from the canteen through “buy-ups”.

Design and Operational Considerations

The Centre will include the following:

- multipurpose sports hall (possibly with stage), accessible from both male and female areas;
- hard courts with covered waiting areas;
- basketball shooting areas;
- external grassed recreation areas; and
- a grounds maintenance area.

The multi-purpose sports hall will function as a place available for indoor recreation for the use of the general prisoner population. It is contemplated that community groups may visit for training and/or competitions with prisoners.

The hall will be centrally located for easy access from cell and cottage style accommodation areas. The physical games court areas will be fully enclosed with visual supervision and CCTV surveillance available from Master Control. The activities office needs to be located for the optimum supervision of activities.

The hall will include:

- basketball, volleyball and badminton courts with associated hoop and nets;
- a gym area with fixed cardio/weight training equipment for use by both men and women on a scheduled basis;
- an activities office with two work stations;
- stores for equipment and movable seating storage;
- amenities for prisoners and visitors –toilets, tea and coffee preparation area;
- a prisoner canteen observable from the activities office; and
- external grassed area.

A condom dispensing machine will be located in this area.

Four open, multi-purpose hard courts will also be provided in the remand, sentenced and cottage accommodation areas. These will allow the playing of basketball, volleyball and badminton for male and female prisoners. In addition to these courts, basketball shooting areas will also be provided. These could be positioned between groups of buildings.

Hardcourts are to be positioned to allow visual supervision from one or more officer stations. Fixed metal bench seating would be provided in the vicinity of the hardcourt. Some seating will be under cover.

Education and Vocational Training

Objectives and Desired Policy Outcomes

Education programs will aim to increase the personal, social and community life opportunities and employment prospects for prisoners. They will be integrated into prison employment and training programs which will provide prisoners with opportunities to foster skills for productive, crime-free lives.

Prison education and training programs will provide prisoners with opportunities for the:

- development of personal skills and vocational and/or educational competencies leading to the attainment of a qualification;
- education and training relevant to prison employment or job experience, e.g. kitchen workers should be able to be trained and assessed in hospitality industry competencies and standards;
- transferability and/or continuation of prison programs to those in the community upon release, i.e. prison program content and outcomes should be similar to those in the community;
- encouragement to develop short and long-term goals utilising flexible training pathways to access nationally accredited qualifications;
- recognition of prior learning;
- education and training by registered training organisation/s, using qualified, experienced educators/trainers who:
 - understand adult learning principles and education delivery,
 - appreciate the requirements for cultural inclusion;
 - comprehend the learning needs of people with disabilities;
 - foster prisoner responsibility for their own learning and the outcomes of that learning,
 - cater for diverse prisoner needs and learning approaches; and
- development of mentor support which involves appropriately trained custodial officers and/or community volunteers or prisoners.

Associated with but separate from the vocational education and training area would be a 300m² (m² to be reviewed) workshop. Space limitations will dictate basic prisoner amenities.

Design and Operational Considerations

Design considerations to facilitate these prisoner programs will include the separate provision of:

- staff offices and facilities with staff access only;
- adequately sound proofed classrooms and hobby rooms and associated stores with prisoner and staff access; and
- spiritual/“quiet” facility with prisoner and staff access.

Staff Offices

The areas would include the following elements:

- a separate office for the education supervisor;
- a general office area with space for five work-stations;
- two interview rooms for general use;
- store areas for appropriate materials; and
- one additional office, with attached storage space, for an external service provider.

Classrooms and Hobbies area

The areas, adjacent to the staff offices, will include the following elements:

- areas for general hobbies, including a wet area sized for 10 persons;
- classroom areas (six rooms [one specifically for Indigenous prisoners] for groups of up to 20 prisoners);
- an area for a small library, including an office for the librarian with an additional work station;
- two computer training rooms (no internet access) for male and female prisoners;
- storage areas;
- cleaner's room;
- amenities for both staff and prisoners (separate toilets, and tea and coffee preparation area); and
- areas will be noted for openness; and visibility with inspiration derived from community facilities.

Spiritual Well-Being

Australia has ratified the *International Covenant on Civil and Political Rights* which provides, at Article 18, that "Everyone shall have the right to freedom of thought, conscience and religion." The United Nations *Standard Minimum Rules for the Treatment of Prisoners* (1955) recognises the central role of religion in the lives of the incarcerated and the *Standard Guidelines for Corrections in Australia* (1996) contains guidance on the spiritual needs of Indigenous Australians who represent a high proportion of the nation's imprisoned.

Religion and spirituality in the correctional setting has specific and important roles:

- Firstly, the explanatory role, wherein religion helps to explain the mysteries of the human condition. Religion provides some explanation of meaning and worth of the individual beyond the prison experience.
- Secondly, religion is prescriptive, with faiths such as Christianity and Islam establishing tenets to which their followers should adhere. Some religious values will conflict with the prevailing prisoner code and prison culture. This will pose difficult contradictions for some prisoners.
- Thirdly, religion has an experiential role. This concerns the experience of conversion and commitment to a faith as, in part, a means to achieving a personal sense of peace in the face of stress, guilt and anxiety arising from the prisoner's sentence. For some prisoners, their faith helps them survive their sentence.

- The final role which religion plays in the correctional setting is social. While much of prison life is insular, Christian, Jewish and Islamic faiths require group worship and the practice of religious rituals in a group environment. Some prisoners will find that the social aspect of religious practice satisfies a particular personal need and fosters connection to religious communities to which they may return or join on release. In this, religion would make a significant contribution to the precepts of Restorative Justice.

The unique and complex religious and spiritual needs of Indigenous prisoners are acknowledged in the *Standard Guidelines for Corrections in Australia*. (1996). These needs will be addressed and promoted through consultation and partnerships with the Indigenous community and by employing approaches grounded in Indigenous values and customs.

The practice of Satanism and future developments in religion and spirituality may well present some particular difficulties for the management of the AMC. Trends towards chauvinism and fundamentalism in Christianity, Islam and Hinduism, would not be welcomed in a prison environment which generates its own stresses. Some New Age forms of spirituality may not present any difficulties, but those with more radical or apocalyptic perspectives, may well require the churches, the chaplains and ACTCS to develop comprehensive policy responses, some of which may not be without controversy.

Prisoner programs are directed at influencing pro-social values and behaviours in prisoners. As religion can make a useful contribution in sustaining or reinforcing the moral order, the activities of chaplains and others involved in prisoner spirituality, need to be integrated, where possible, with the endeavours of program staff.

To discharge their immediate responsibilities in the new correctional centre, chaplains, elders, or Ngangkari (traditional healers) will have access to prisoners, appropriate prison staff and case managers. They will be provided with an interview room and the use of a multi-purpose/sacred space or quiet area for worship.

The sacred space, with its Indigenous and non-Indigenous elements and attached office and storage area, is to be a significant feature of the facility.

Rehabilitative Programs

Objectives and Desired Policy Outcomes

A range of rehabilitative prison programs, based on assessed risk and need, will be provided to improve prisoners' opportunities for self-development and reduce their risk of re-offending. These programs will also increase prisoners' opportunities for employment and for successful integration into the ACT community upon release. The provision of programs, based on a comprehensive analysis of risk and need, will also ensure that finite resources are targeted to where they are most required and potentially most effective.

The realities of sentencing restricts program availability for particular groups of prisoners. For example, many prisoners are sentenced to relatively short periods of incarceration which limits the range of programs which can be initiated and completed

while the prisoner is in custody. In addition, as the likely time persons on remand may spend in prison is often unpredictable, the potential effectiveness of criminogenic programs and their scope for rehabilitation is undermined. Some correctional jurisdictions respond to this situation by placing restrictions on program availability for those serving sentences of 6 months or less.

A range of treatment (criminogenic) and life skills programs are essential to aid prisoner rehabilitation and prison management. Programs should offer choice and flexibility, particularly as persons in prison have a wide range of learning experiences and difficulties and will spend varying periods of time in prison. Some programs should be available on an individual or small group basis.

Prison programs need to be well-managed and coordinated with services provided by the Community Health Centre staff. They must be appropriately resourced and periodically evaluated to determine their effectiveness. Where possible, programs that can be continued after prison and/or that can be credited towards an external qualification will be encouraged and arranged.

Environmental Factors for Effective Program Delivery

The effectiveness of prison programs will be influenced by factors surrounding the environment and delivery of the programs.

In general, the “Healthy Prison” concept supports prison programs and fosters prisoner acceptance of programs. The setting and program delivery will:

- respect the rights of prisoners to learn and develop;
- provide for the total well-being of the prisoner and responsively address issues relating to their families, other relationships and health;
- promote trust and rapport between participants;
- be flexible, free of stress, tension and non-competitive;
- provide encouragement to address offending behaviour;
- be gender and culturally appropriate;
- foster development of mature coping skills, including responsibility for the prisoner’s own participation in and achievements from programs;
- be available to all prisoners and, in conjunction with good behaviour, may be the basis for a re-classification of security level;
- involve prison officers and, where appropriate, other prisoners and community volunteers as mentors and tutors;
- be grounded in the immediate and long-term needs of the individual;
- be available at appropriate stages of a prisoner's incarceration, to meet individual prisoner needs;
- offer choice, options and pathways;
- cater for diverse learning/training needs and approaches;
- recognise the multiple program needs of prisoners;
- build on issues of prisoner identity and value;
- accommodate the wishes of prisoners' families and includes their involvement in programs, where appropriate;
- provide opportunities for program continuity in the community upon release;

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- be housed in a central, specially designed facility which also contains informal areas for creative and recreational activities and quiet places for reflection and spiritual activities;
- be complemented with program space in cell and cottage areas and an internal TV station; and
- be grounded in a comprehensive assessment of prisoner program needs.

Health and Life Skills Programs

A range of programs which focus on general and specific health needs of prisoners will be available. These will include:

- substance (drugs, alcohol, smoking) abuse; e.g. detoxification, drug and alcohol relapse prevention;
- healthy living programs e.g. fitness, nutrition issues, body image;
- stress management;
- health promotion e.g. gynaecological problems, sexual and dental health, Hepatitis and HIV prevention, diabetes;
- self-harming and suicide prevention programs;
- mental health support programs; and
- parenting.

Therapeutic Programs

These programs will provide therapy for offending behaviours and/or skills to better deal with or accept the prison situation. Cognitive programs which are based in psychological theory and research are often referred to as addressing 'criminogenic needs'. The range of therapeutic programs will include:

- victim awareness;
- anger and abusive behaviour management;
- sex offending behaviour management;
- interpersonal skills;
- problem solving skills; and
- substance abuse.

Design and Operational Considerations

Functional aspects of this level of program delivery will include the provision of:

- four, adequately soundproofed, multipurpose rooms (capacity 10) for the delivery of programs, including smaller observation areas where program delivery can be supervised, monitored and if necessary recorded. Some of these classrooms would also need access to an external, secure area;
- a barber's facility for male prisoners (hairdressing facilities for female prisoners will be located in a community centre in the female area of the prison);
- six interview rooms for general use;
- areas for the storage of program materials;

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- six workstations for the drug and alcohol counsellor, Aboriginal counsellor and welfare officers;
- an office for the senior psychologist with three workstations for the psychologists;
- an office for the Case Coordinator and four workstations for the Case Managers with case file storage;
- amenities and tea/coffee preparation facilities for prisoners;
- staff facilities integrated with those of the Community Health Centre; and
- a cleaner's room.

Notes:

1. Interviews rooms to be adjacent to the Health Centre to facilitate the community health centre model.
2. The location of the interview rooms in relation to the Community Health Centre needs careful consideration.

The classrooms referred to earlier (under Education and Vocation Training) could also function as areas where programs could be delivered, although in this case the rooms may need to be slightly larger to allow for the inclusion of observation and monitoring equipment. Moreover, smaller program areas would be provided in secure cell blocks and cottage areas for the delivery of programs to prisoners being accommodated there. This will contribute to reducing prisoner movement.

Women's Community Centre

While this Brief notes that recreation, vocational training and education areas will serve both areas of the prison, there is a requirement for a separate community centre in the female area of the AMC adjacent to the movement control/officers' station, which will include:

- standard Telstra telephones facilities;
- outdoor hardcourt, walking track and indoor gym (four stations);
- craft (including wet area) with a capacity of six;
- reading/meeting room (to seat 20, but dividable into two programs and visits rooms);
- adjacent children's playground to BCA standards;
- visits search and holding area;
- visitors' toilet adjacent to meeting room, with baby change facilities and amenities;
- two interview rooms, (seating four);
- Case Manager's office, next to health consulting room (with case file storage);
- video conferencing suite (seating four);
- consulting health staff and nurses room including desk, treatment couch, secure storage cabinet, hazardous waste disposal unit and small refrigerator and waiting area;
- a small kitchen (to facilitate training) and café adjacent to the reading/meeting room;
- a hair dressing facility; and
- a "quiet space".

The women's area will also have a separate grounds maintenance store and work area.

Sub Section Two- Accommodation

General- Objectives and Desired Policy Outcomes

The AMC will provide a range of accommodation styles to safely, securely and humanely house ACT prisoners. The physical layout of the prison and the breadth of accommodation types and sizes within it will create a range of options for AMC management to appropriately place discrete prisoner cohorts, in particular those who require separation, while ensuring that all prisoners have equity of access to services.

The range of accommodation types available will as far as is possible assist in the creation of a visually stimulating environment and will be a major element in the establishment of an effective incentive-based regime and to reward prisoners for good behaviour by providing prisoners with tangible evidence of progression through the system. The range of accommodation will also contribute to the development of a “residential hierarchy” of individual room, household and neighbourhood.

Accommodation will range from the single cells (with own toilet and shower where prisoners are locked in their cell at night) to double cells (with sharing of toilets and showers) to cottage accommodation where prisoners are provided with more autonomy, freedom of movement and greater responsibilities.

In the cottage units, while prisoners will be locked in their unit at night, they will be free to move around the common areas, including verandah, within the locked unit. Common toilet and showers will be provided to reflect a cottage environment. To ensure privacy, and provide an emotional haven, prisoners will have their own bedroom keys.

Cottage beds for males in the remand area will be grouped in units of five or six rooms each, with cottage units for females grouped in units of five rooms each. There may be scope to provide one or two cottages with fewer rooms to meet special requirements. In the sentenced area, cottage beds will be grouped would in units of five rooms each. Secure units in the male remand facility would consist of 30 cell bed units. Secure units in the male sentenced facility will comprise 40 mainstream cell beds, and 10 protection cell beds. While the accommodation units may be two storey, Indigenous prisoners should be accommodated on the ground floor.

All female bed space will be located in cottage accommodation. Where it is considered that the management of a female prisoner requires confinement or separation, the prisoner will be moved to the Crisis Support Unit or to the Management Unit until such time as it is determined that the prisoner can return to mainstream accommodation.

Cottage areas will be defined by land forms, plantings, green space with minimum fencing to provide opportunities for greater freedom of movement in a streetscape setting. The standard of construction, while robust, would be lower and less costly in cottage areas reflecting the lower risk of abuse to the building fabric than in secure cell units.

The AMC will be designed with relatively small units and separation between areas to allow the range of prisoner types (based on security classification and needs) to be accommodated. The range includes men, women, younger offenders, disabled people,

behaviourally disturbed and chronic substance abusers, all of whom present challenges in their management.

There will be six forms of accommodation provided, as listed below;

- male single cells;
- male double cells;
- male cottage accommodation;
- female cottage accommodation;
- Community Health Centre wards;
- Crisis Support Unit wards; and
- Management/Detention accommodation.

Crisis Support Unit wards will be provided for prisoners at risk of self-harm. These will have a functional relationship with the Community Health Centre and will be located there.

Management Unit accommodation will be provided for short term holding of disruptive prisoners. Some of the management cells need to be of a standard configuration, but under observation, to cater for the management of any prisoners who may be in the Management Unit for other than a short period of time.

High security risk prisoners will be accommodated in the cellblocks (secure single cell or double cell accommodation). Lower security risk prisoners will be accommodated in cottage-style accommodation.

The design and construction of the accommodation units will:

- provide prisoner bedrooms to a recognised “safe cell” standard which minimises the risks of deaths in custody, self harm; injury to staff and the hiding of contraband;
- enhance the integrity of operations and duty of care considerations e.g surveillance/recording and guard patrol systems (wands);
- complement the security and duty of care objectives of the prison without being oppressive or invasive of privacy;
- provide the opportunity for re-socialisation as well as encourage rehabilitation;
- limit the need for maintenance;
- limit the opportunity for the concealment of contraband;
- maximise OH&S performance;
- contribute to an efficient staff: prisoner ratio;
- assist staff in their duties;
- resist malicious damage;
- contribute significantly to energy and water efficiency;
- resist high wear and tear;
- be cleaned with ease; and
- have an expected life of 40 years.

The water supply to cells/cottages must be able to be isolated and controlled to facilitate searching for contraband and minimise the risk of disposal of contraband prior to any search being carried out and/or the dilution of urine samples.

Single and Double Cell Secure Accommodation

Objectives and Desired Policy Outcomes

Prisoners classified as a high security risk will be subject to high levels of supervision in an environment that provides for direct and coercive intervention, if required, to maintain security and good order. Prisoners of this classification will be accommodated within significant physical barriers and if they are required to leave the secure centre, would be escorted and restrained as appropriate. Small classrooms and office space for program delivery will be incorporated in these cell blocks to lessen the need for the movement of these prisoners to other parts of the AMC.

Cells will include provision for in-cell sleeping, reading, writing, television and radio use and an emergency call facility. Remote health status monitoring may be included when the technology becomes available. Cell blocks will have a light, open and easy to supervise interior that would enable staff to supervise prisoners in an unobtrusive manner. It is desirable that some form of acoustic movable wall/partitions be included in the design of cell blocks to facilitate flexibility in cell allocation.

The secure accommodation units in the remand component of the AMC will also include a video conferencing facility, in addition to that in the Admissions area.

This accommodation, while classified as secure, will be designed to minimise prisoner frustration by providing a (limited) degree of control over the sensory and social environment.

General design considerations for cells include:

- minimisation of ligature and hanging points. This includes the structure, all fixtures, fittings, partitions, openings, services and protrusions within a cell;
- adequate lighting and control of lighting for the activities likely to be conducted within a cell;
- control by inmates over shower arrangements specifically in respect to the length of time of a shower (subject to maximum time limitations) and the temperature of the shower. The parameters will be set having regard to duty of care responsibilities, OH&S requirements, government guidelines on water, waste, energy and sustainability and other environmental issues;
- minimisation of materials which can contribute to self-harm;
- provision of surface finishes to floors, walls and ceilings within a cell which contribute to maintaining the cell in a clean and hygienic condition;
- provision of surface finishes which are resilient, non-toxic and sturdy and address OH&S requirements;
- provision of a cell layout and fit-out which addresses functionality with respect to staff managing prisoners, including communication, observation and interaction, which is dictated by the specific management regime in which a prisoner is to be accommodated;
- provide prisoners with the capacity to manage and have a level of control over personal privacy and environment;

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- provision of fit-out which addresses the functional requirements of the activities a prisoner is expected to undertake within a cell i.e. suitable ergonomics;
- provision of adequate storage space for personal belongings, issued clothing and equipment and other items, which are required by prisoners to undertake their daily program of activities, with due regard to fire-loadings;
- colour schemes which avoid excessive stimulation and which assist in prisoner mood and behaviour management; and
- intercom provision for prisoners to communicate with staff at any time and for intelligence purposes.

The table below outlines the single cell and double cell allocations for both remand and sentenced prisoners:

	Beds*
<u>Remand Centre</u>	
<i>Males</i>	
Single Cells	10
Double Cells	78 (39 cells)
<u>Total Cell Beds Remand Males</u>	88
<i>Females</i>	
Single Cells	-
Double Cells	-
<u>Total Cell Beds Remand Females</u>	-
Total Cell Beds Remand	88
<u>Sentenced Accommodation</u>	
<i>Males</i>	
Single Cells	30
Double Cells	20 (10 cells)
<u>Total Sentenced Cell Beds Males</u>	50
<i>Females</i>	
Single Cells	-
Double cells	-
<u>Total Sentenced Cell Beds Females</u>	-
Total Sentenced	50
<u>Total Cell Beds (remand and sentenced)</u>	138

* It should be noted that the above table does not include Community Health Centre/Crisis Support Unit beds nor Management Unit beds.

The ratio of single to double cells reflects the overwhelming evidence that the most preventable cause of death in custody is avoiding prisoner isolation.

Design and Operational Considerations

The areas would include the following elements:

Cells

- each cell will have toilet and shower amenities (with water flow control and timers), in built TV, bed, desk, seat and property storage (for one 65 litre container). Each occupant will be locked in his cell at night. The minimum area requirement for male cells is 8.4m². (CPT guideline 7m²). Double cells is 10.2m². Visibility across the cell would not be obstructed by fixtures;
- secure common exercise yards at 3.8m² per cell;
- external common area, including smoking area with piezo electric lighters;
- cell fit out and fittings will be of 'safe cell' design complying with the recommendations of the *Royal Commission into Deaths in Custody*. The preferred model is based on the cells in F Yard, Belconnen Remand Centre. Regard is to be given to the *Building Design Review Project 2000* (Victorian Department of Justice);
- windows adjacent to beds at bed head height;
- cell block common area fit out and fittings are to be fixed and unable to hide contraband with furniture, fittings and equipment fixed for security;
- sanitary fixtures and fixings would be of stainless steel. Toilets are to be designed to minimise the concealment of contraband and will be fitted with manual override from the service duct to prevent disposal of contraband via sewage system.
- each cell fitted with exhaust fans will be fitted with a manual override system to prevent the possible exhaustion of chemical gases to other areas of the Centre. A Multi Aspirated Detection System (MADS) is required in cells.
- each cell will be provided with desk and cell lamps. Low wattage night lighting operated externally to the cells for routine checks after lock down would be required;
- cells will be provided with power, MATV, cell call intercom system (in reach of the bed) within a cell services unit;
- cells will have electronic remote operated high security locks with manual override;
- access to yards will be controlled by high security electronic locks;
- cell corridors must admit natural light;
- when available, remote health status monitoring equipment may be installed; and
- moveable walls (to provide accommodation flexibility) within cell blocks to be examined.

Association Areas

- areas for dining and living at 7.3m² per cell inclusive of access ways with all furniture fixed (to be confirmed with Design Consultant);
- large TV with roof mounted speakers to minimise noise (in recognition of the relationship between noise and aggression);
- small classroom (TV equipped) area where programs may be held;
- interview room, observable from officers' station; note: the interview room in the remand cell block is to be configured for video conferencing.
- tea and coffee preparation facilities, small laundry (for personal laundering only), small kitchen and adjacent exercise yard areas;
- secure meshed exercise yard with phones, barbecue facilities and fixed seating for remandee and prisoner use;

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- exercise yards will be visually screened from other exercise yards, sports areas and walkways;
- CCTV surveillance and recording (movement activated after lock down and integrated with PTZ);
- telephones and drink vending machines;
- fixed steel dining tables, lounge benches and a television;
- day toilet lockable from day room, located to allow observation from the officer station; and
- secure lockable corridor between day room and cell block entry.

Central Officer Station

- the central officer station will control access to cells and to association areas and will facilitate security and surveillance monitoring in the cell block. The central officer station will cover two cell wings;
- the officers' station will consist of an open counter, 1m metre wide, stools to provide just above eye level contact with prisoners and a secure office immediately behind the counter area. The secure office will have an emergency escape exit;
- the central officer station must have visual sight of each wing in each block (i.e. all cell doors), toilets within the block and interview rooms. The station should be at or slightly above floor level with counter and roller shutter, but should not reduce prisoner and staff interaction while at the same time facilitating officer security.
- amenities (officer station hanging space, toilet and tea and coffee preparation area);
- small store area;
- case file storage;
- cleaner's room; and
- decontamination and BA equipment storage.

Cottage Accommodation

Design and Operational Considerations

Cottage style accommodation is appropriate for lower risk/need prisoners, who will be responsible for the general care of the unit. To emphasise the non-secure nature of the accommodation and to contain costs, the standard of construction of the cottage units will be of a domestic appearance, with modifications to provide an appropriate level of security and durability (e.g. solid core doors).

The cottages must have flexibility in design to meet higher security and changed accommodation requirements.

While this accommodation will typically house lower risk prisoners, safe cell design principles will also be followed to minimise the risk of self-harm.

Cottage accommodation will provide prisoners with opportunities to exercise greater levels of responsibility and control over their environment than is possible in the secure units. The streetscape setting will seek a normalised residential environment.

Typically occupants will be locked in their cottage at night with each prisoner having the ability to lock their his/her bedroom door and create a safe haven. The high needs unit

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in the women's area will include shower, toilet and basin in rooms and CCTV surveillance of the common area; other units will have communal ablutions.

This brief proposes cottage units comprising five bedrooms each.

The table below outlines the cottage allocations for both remand and sentenced prisoners.

	Beds
<u>Remand Centre</u>	
<i>Males</i>	
Cottages	24
<i>Females</i>	
Cottages	15
Total Cottage Beds Remand	39
<u>Sentenced Accommodation</u>	
<i>Males</i>	
Cottages	100
<i>Females</i>	
Cottages	15
Total Cottage Beds Sentenced	115
<u>Transitional Release Accommodation</u>	
<i>Males (Cottages)</i>	55
<i>Females (Cottages)</i>	5
Total Transitional Release	60
TOTAL COTTAGE BEDS	214

The design parameters and features of the cottage units are as follows:

- paths within the cottage areas should offer two routes to any point;
- no "T" intersections;
- CCTV camera surveillance of clusters of units;
- adequate access to shared ablutions (domestic standard) and clothes washing facilities per unit;
- typical bedrooms with a minimum size of 6.6m², apart from larger bedrooms for the accommodation of a mother and her child, which would be sized at 10.4m² (to be confirmed with Design Consultant);
- one cottage in each of the male and female areas will be larger to accommodate ablutions to Standard AS/NZ1428 (design for access and mobility), with one bedroom in each of these units increased in width to cater for wheelchair manoeuvring.
- the larger female cottages will also be used to accommodate a mother and her child if necessary (this will necessitate child height design consideration e.g. door knob heights, bench heights, child proof locks);
- the cottages would include low wattage night lighting to facilitate night time observation of the units;

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- two basins, two toilets (porcelain, rather than stainless steel), one bath (for females only) and two showers for each cottage (scaled if other capacity);
- laundry and drying area;
- a secure, fenced external “sleep-out/porch”/smoking area;
- day rooms for dining and living at 8m² per bedroom;
- day rooms will contain dining table and lounge seats and TV bench in lounge area;
- cottages will include a kitchen for the preparation of meals with exhausting above the stove, storage for food, crockery, cutlery, cooking utensils and fry food storage;
- access to a secure courtyard will be provided;
- each room will be provided with desk and lamps;
- bedrooms will be provided with power, MATV, call intercom system (in reach of the bed) within a cell services unit and property storage (65 litre container);
- windows adjacent to beds to be at bed head height;
- each cottage will be fitted with key card access or remote operated electronic high security locks with an access function on both sides, with manual override;
- each bedroom door will be fitted with a domestic manually operated lock, maison keyed with the entry door lock able to be overridden by staff;
- accommodation building fit out and fittings will minimise concealment of contraband;
- cottage accommodation furniture will be loose;
- intercom in cottage common area;
- vending machines, b-b-q facilities (fire pit), post box and standard Telstra telephone box would be required at each cluster of cottages;
- each cottage will have a mail box and “wheely bin” position;
- each cottage will be colour coded;
- if fans are included as response to IEQ/Thermal Comfort, ceilings will need to be raised e.g. 2800mm;
- micro-metering of energy and water;
- each cluster of cottages will have an officers’ station to control movement and access; and
- Cottages are to have the flexibility to meet higher security level and change accommodation requirements through the use of, for example:
 - Use of woven SS wire screens to windows.
 - Upgrade door/doors with steel lining.
 - Upgrade wall/ceilings with steel lined materials.

Female Cottage Accommodation

Researchers have noted that by the end of the 1980s, a substantial body of knowledge had been developed concerning the very specific ways in which women’s imprisonment is different from men’s imprisonment. This is not merely because women are biologically different to men and not only because they have a different role to play in society, but also because the social control of women in general is qualitatively different to the social control of men.

Women adapt to prison very differently to men. The loss of control over place, space and time affects women prisoners’ sense of self and personal identity differently to the

way the same losses affect men. Separation, particularly from children, is a major issue for female prisoners as it produces situational stress impacting adversely on health. It is known that excessive arousal, including violence, can result from invasions of a prisoner's personal space. For women, control over environment and space are even more important because of the tendency of women to internalise emotional and psychological stress, which increases their risk of self-harm.

A striking feature of the woman prisoner is her dependency. The body of unmet needs identified on reception will include the need for independence, yet the culture and highly structured correctional environment usually denies the female prisoner control over many basic decisions, thus reinforcing her dependency. The design of the Centre will need to include features which support social needs of women, such as social areas for small groups and private space, which provide an opportunity to exercise a degree of control over the environment, to avoid potentially difficult encounters and to control stressors.

It will be important for the Centre in general, but for female prisoners in particular, for these issues, operational and administrative processes and programming, to be integrated with the Centre's design and operational model.

All female accommodation in the Centre will be in cottage-style accommodation of varying capacity. Where a female prisoner's behaviour is such that alternative accommodation is required, consideration will be given to placement in the Crisis Support Unit or the Management Unit.

Female accommodation will be supported by a community centre and its services.

Management Unit

Design and Operational Considerations

Management facilities will be provided in the accommodation areas as last resort accommodation for those prisoners who do not conform or comply with the Rules of the Centre.

The Management Unit includes a group of short-stay cells for behavioural management and detention management. All cells and exercise yards will require dual access from a single corridor, separation from other prisoners and screening from the rest of the Centre.

Management and detention cells will be fitted with high security locks and would have fewer facilities than a 'typical' cell. They would contain a solid bed, and shower-toilet-basin combination unit.

The Unit would include:

- an officer's station;
- guard patrol system e.g. wands;
- a small kitchen with amenities and tea/coffee preparation facilities;
- an interview room;
- six management cells (see note below);
- six management exercise yards;
- four detention cells;
- four detention exercise yards;
- storage area for excess prisoner property;
- storage for medical kits, decontamination equipment and BA equipment; and
- cleaner's room.

Notes:

1. Two management cells need to be of a configuration of no lesser standard than the standard cells of the remand and sentenced cell blocks. The Management Unit cells must be under direct visual and CCTV observation, to cater for the management of any prisoners who may be in the Management Unit for other than a short period of time.
2. The optimum location of the Management Unit is for further discussion. It is desirable that the Management Unit be close to the Health Centre and the Operations Area.

Typically these cells will provide:

- building design, fit-out and fittings to be unable to hide contraband;
- fixed furniture, fittings and equipment security;
- solid bed;
- cell doors with food hatch;
- remotely controlled cell lighting;

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- observation panels to cells and exercise yards;
- CCTV surveillance) and video colour recording of cells and exercise yards (remoted to Master Control also);
- a partly roofed exercise yard and a contraband proof mesh roof; and
- remote health status monitoring, when available.

SECTION SEVEN: SUSTAINABILITY

The objective is to build and operate a prison which meets the correctional outcomes detailed in Section One of this brief and which, in its design, construction and operation is at forefront of sustainability in design, construction and operation.

As detailed in Section One, the AMC will conform to the Healthy Prison concept and will have a positive impact on the lives of prisoners, staff and visitors.

The operation of the correctional centre will satisfy the requirements for accreditation under the ISO 9000 and ISO 14000 family of international standards.

The AMC will require minimal energy to meet demands, maximise the use of renewable energy sources, minimise demand for potable water, maximise the re-use of water, minimise demolition, construction and operational waste, minimise pollution, and avoid or minimise impacts on local biodiversity.

The sustainability targets for the prison are a 50% reduction in mains water consumption and a 50% reduction in energy consumption measured against comparable facilities.

The whole of life costs of the AMC will represent value for money to the people of the ACT.

Particular attention will be paid to the achievement of an appropriate level of Thermal Comfort, high Indoor Environmental Quality (IEQ) and the minimisation of Volatile Organic Compound (VOC) emissions.

The achievement of the sustainability objectives will be assisted by:

- the application of the Green Star Rating Tool. The development must be rated as achieving a minimum 4 stars standard on the Green Building Council's 6 Star rating for specific components of the AMC; and
- implementing ACT policies and targets including those detailed in the ACT Government's *No Waste by 2010 strategy*, *the Sustainable Transport Plan 2004*; *People, Place, Prosperity sand Sustainability Policy for the ACT 2003*; *Think Water* and *the ACT Greenhouse Strategy*.

For Sustainability initiatives see the Project Brief.

SECTION EIGHT: ENGINEERING SERVICES

Considerations with respect to engineering services include:

- adequate soundproofing, particularly in program areas;
- all fittings to plant and utilities area to be in secure locations resistant to tampering and vandalism;
- all services to be designed with 30% additional capacity;
- fire detection to comply with or exceed relevant Building Code of Australia standards;
- secure fire indicator panels required in building/cluster entrances and Master Control room;
- general lighting and emergency lighting to comply with relevant Building Council of Australia Standards;
- all shower mixed water outlet rates to be limited to eight litres per minute and hand basin water flow rates to six litres per minute;
- water flow devices and temperature mixers to be fitted;
- all hot water pipes are to be insulated and all pipes to be adequately braced to prevent water hammer;
- isolation of ventilation in the event of the use of gas;
- remote isolation of water /vacuum flushing in the event of cell searches;
- an uninterruptible power supply with a back up generator; and
- after hours automatic routing of fire alarms to fire services.

A system to provide Thermal Comfort and to ensure IEQ is sought which will:

- reduce the risks of deaths in custody by eliminating opening windows and access to bars and other ligature points;
- reduce the potential of ambient conditions to contribute to prisoner disturbances;
- minimise contraband concealment opportunities through the elimination of window frames, the opportunity to hang items on threads outside of windows and to pass items through windows;
- provide more comfortable working conditions for staff;
- reduce water usage with less showering, thus offsetting the extra cost of capital and maintenance;
- inhibit smoking within the Centre; and
- minimise the impact of ambient noise - limits 70dBa day; 45dBa night (based on sleep interference levels).

The following table provides an outline of the scope of the engineering services required:

**ENGINEERING AND OTHER DISCIPLINE ISSUES RELATING TO THE
FUNCTIONAL AND DESIGN BRIEFS**

Item	Issues	Comments
Mechanical Engineering		
1.	Extent and level of mechanical/air conditioning	Note: Solution to Thermal Comfort and IAQ requirements may not be A/C. All cells. If A/C, heat exchangers to condition fresh air supply.
2.	Air Registers	Grills unpainted stainless steel perforated metal with holes less than 5mm (see VIC Safe Cell Design Guidelines) or alternative anti ligature design.
3.	Duct Cleaning	Air supply/exhaust. Adequate access hatches for inspection/cleaning.
4.	Type of a/c plant	Package system or central, depending on life cycle costs and ESD considerations. Air conditioning in cell block, with smoke spill.
5.	Set point for plant	Regulate to 20 degrees C on heating; 24 degrees on cooling. Thermal Mass Effect sought.
6.	Gas supply	Mains. Kitchen, clothes drying.
7.	Hot water supply	Solar with gas boosters (Cwlth rebate). Positioning to take into account security considerations.
8.	Access through Gatehouse	20m X 4.5m. Vehicle barrier (rising step). Gates not to be pneumatic.
Electrical Services		
1.	Electrical supply	Dual feed not required. Options for peak demand tariffs. Aerial distribution; not underground.
2.	Position of main switchboard	Outside.
3.	Standby power	Single generator adjacent to Bulk Store with easy vehicle access. Load – perimeter, all electronics (admin, Master Control, Movement Control) 50% area lighting, internal lighting to evacuation standard. Capacity 48 hrs. Fuel tank adjacent to Bulk Store. UPS – 60 mins; all electronics, admin computers.
4.	Building Management System	Separate from security system.

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Item	Issues	Comments
5.	Lighting	Minimum of 10 lux on perimeter. A trial of available products in combination will be required. An effective solution for correct colour camera reproduction is required. An evenly distributed light source is required. Two stage lighting to be considered.
6.	Electrical Fittings	Screw on, tamper proof plates to minimise opportunity to hide contraband.
Fire Protection Services		
1.	<p>Level of fire protection required for the accommodation areas and administrative areas, workshops etc.</p> <p>The objectives are to:</p> <ul style="list-style-type: none"> • Provide life safety to comply with BCA • Provide property protection to limit structure, building contents and equipment damage. • Maintain operation after a fire. • Maintain corporate and public image. • Contribute to community. 	<p>As a minimum for life safety, smoke detection and smoke exhaust systems required in all accommodation areas. Fire sprinklers to be considered if recommended by BCA or fire engineer.</p> <p>Fire fighting vehicle access via Sallyport, internal ring road to all buildings.</p> <p>2xprisoner manned fire tenders to support community.</p> <p>Accm– MADS (VESDA) with tamper proof covers (less than 5mm).</p> <p>Water storage tanks and booster pumps.</p>
2.	Smoke Detection- other areas	Hard-wired, tamper resistant, robust ionised smoke detectors with hush buttons.
3.	Emergency response strategy in fire situations.	<p>After hours direct remote of alarms to Fire Services.</p> <p>Custodial officers will be able to evacuate the cell block before untenable condition from a fire is reached.</p> <p>Fire engineering analysis will be required to confirm prisoners can be evacuated safely.</p> <p>Self-rescue and BA equipment available.</p> <p>2 x fire tenders on site.(to be confirmed by ESA)</p>

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Item	Issues	Comments
4.	Security of fire equipment	Tamper proof MADS (VESDA). During normal hours of operation 2 mins delay on alarms to Master Control before relay to Fire Services. 2 x fire tenders in secure vehicle park near bulk stores. Self-rescue and BA equipment in wall-mounted cases.
5.	Maintenance	Systems to minimise maintenance and disruption to the centre's operation.
6.	Buildings may not be able to comply with the "deemed to satisfy" provisions of the BCA and Australian Standards	Alternate solutions meeting the performance requirements of the BCA may be required to achieve an acceptable outcome in the areas of: building constructions, fire rating of compartments, travel distances, fire systems operation and monitoring etc.
7.	Extent of sprinklers	See 1 above.
8.	Cigarette Lighters	In high security areas flameless. Suitable for indoor and outdoor installation. (TBC - legal advice re smoking)
9.	Fire Retardant Treatment	Use of non-combustible material where possible.
Security & Communications		
1.	The technology employed will reflect the Operating Model of the centre. Technology is to endure efficient staff: prisoner ratios while not inhibiting staff:prisoner relationships. Technology will impact positively on security, but will not be unduly intrusive.	Remote control of selected areas with proximity card use for some areas; cards to access, but remote control exit. Visitors register based on biometric system. Official visitors processed through Gatehouse; prisoner visitors through Visits Processing Area.
2.	Control Rooms	Master Control. Movement Control. 2 stations. Prisoner Movement recording.
3.	Key control	Electronic Key Safes with biometric identification.
4.	Key systems	A maximum of two lock & key systems for the whole Centre is required.
5.	Locks	A locking system that provides an audit trail is required. A key programming and identification system is to be investigated.

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Item	Issues	Comments
6.	CCTV coverage	Management Unit. Approach to Gatehouse. Community Health Centre. Gates. Walkways. Visits; Visitor Processing Area. Perimeter. Reception/ Admission. Recreation areas. Staff Amenities. Bulk Store. Centre vehicle parks. Dog Squad. Car parks. Education/programs/workshop. Association areas in cell blocks. Double up cells. Selected rooms and association areas in high needs unit for women. Community Centre. Approach to TRC Other areas to ensure staff safety.
7.	Telephones	Officer stations, wards, gates, doors. Standard (internal) telephones in cottage common rooms, incl TRC
8.	Intercoms	Within reach of beds. Logging of calls and responses capability required.
9.	Contraband detection	Metal detectors (walkthrough and hand). “See through” bags and wallets.
10.	Prisoner telephone system	ARUNTA or similar system.
11.	Radio etc communications	Internal/external coverage. Separate from duress system.
12.	Duress Alarms	Individual locating duress alarms. Interview, programs rooms with wall-mounted duress alarms.
13.	Public Address	“Talking Rocks” PA system in open areas. Hearing aid loop in cell block (link to PA) and programs area.
14.	Information technology	Fibre optics to perimeter, each officer station and workstation.
15.	Television services	MATV system in all cells, cell block common areas and cottages. Ceiling mounted speakers in cell blocks.

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Item	Issues	Comments
16.	Security management system	Separate to Building Management System.
17.	Video recording	Digital. On touch screen, alarm-activated cameras. In Visits, Cell units, Control Room, Management Unit, Medical wards CSU wards.
18.	Bollards	See sculptural bollards Simon A.C Taylor. Australian National Botanic Gardens. Steel engineer Russell Johnson (Melbourne).
Hydraulic Services		
1.	Sewerage house drains	Vacuum system to be investigated. Capacity for complete shutdown of the sewer house drain system is required. The system should also be shut down by controlling the water supply via solenoid valves and switches at various locations on the site. Flush valves or alternatively use interceptor traps also required.
2.	Maintenance	Plant to be at ground level and easily accessible by a vehicle. External access to service ducts. Internal access to RCD in cell blocks. In cell block with 2 floors this may have to be internal corridor access.
3.	Toilet pan type	SS in cell block, Management Unit, CSU e.g. SMC Stainless products. VC elsewhere. Separate basin or offset combination.
Landscape		
1.	Outer buffer area	See PA.. Xeriscape natural vegetation will be required for the full width and extent of buffer; not dense. Fire risk management analysis will determine acceptable density. Planting will be separated from security fence by cleared buffer zone. Thinned-out zone around car parks, Staff Amenities, Dog Squad and Bulk Store. NB- Possible site for PVC farm.
2.	Inner buffer areas	Inner buffer zone totally cleared. Minimum internal grassing. Common area xeriscape grassing to be grey water irrigated.

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Item	Issues	Comments
3.	Secure perimeter zone	All gravel.
4.	Landscape treatments	Tree planting included in minimum security areas of male section and in female section. Outlook to be provided to: <ul style="list-style-type: none"> • Management Unit. • Medical Centre/CSU. • Education areas. • Visitor areas. • Entry areas. • Offices.
5.	Extent and nature of irrigation	Recycled grey water irrigation of ovals, plantings (see Section 7). Pop-up sprinklers. Limited requirement due to xeriscape planting. See 1 & 2 above.
6.	Support of prisoner activity programs	Oval, Green Space required. Hardcourts. Storage areas for landscape materials to support above adjacent to Hall and in women's section.
7.	Treatments	To minimise visual and physical impact on neighbouring properties.
8.	Treatment to over flow car park	Gravel.
Furniture, Fittings and Equipment (FF&E)		
1.	By builder or client	Builder.
2.	Extent of fitout	Admin-ACT PS standards. Medical Centre- ACT Health requirements. NB- Issue of consumables TBC.
3.	Fasteners	Tamper proof fasteners or chemical anchors to fix items in cells/prisoner occupied areas.
4.	Cell Lights	Vandal resistant. High impact. Night light fitted. To safe cell standards.
5.	Emergency Lighting	Vandal resistant.
6.	Cell Mirrors	Stainless steel. Frameless. Tamper proof screws.
7.	Bathroom Fittings	CB Tapware "Gaol-Safe" or Enware "Detention Tapware". SMC Stainless toilet bowls in cells to reduce contraband opportunities.

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Item	Issues	Comments
Civil Engineering		
1.	Maximum slopes	1:14 (disabled limit).
2.	Roads	Vehicle and “Golf buggy” type. 4.5m around perimeter – gravel. 4.5m internal fire tender/ambulance access (gravel). ~2m concrete “Golf buggy” paths- separate from footpaths. (Internal corridors suitable for ‘crash carts’) Approach road to Gatehouse to minimise risk of ramming/boom gate. Bus turnaround adjacent to Visits Processing Area.
3.	Stormwater	Grey water re-use (see Section 7).
Structural Engineering		
1.	Strength of secure walls	Cell block-high security. Male cottages and female cottages – domestic plus. Female high needs unit and male medium security cottages require outer walls of medium security standard, while interior walls can be robust domestic plus standard. Blockwork or precast concrete is acceptable for outer walls, but other materials or building methods may be explored.
2.	Ceilings	Female high needs unit and male medium security cottages 9mm CFC sheeting. Access control barrier. Insulated with R3.5 insulation blanket. All fittings to be concealed. Cell block- concrete.
General Architectural		
1.	Level of use of combustible materials	Minimise.
2.	Min roof pitches	To ensure visibility of roof from ground level (eg 17-22 degrees pitch). Roof anchorage points required.
3.	Roof drainage	Failsafe eaves roof drainage system. (no box or internal gutters)
4.	Covered links/walkways	Preference is that walkways are not mesh enclosed.
5.	Low maintenance materials	See text this Section. See Section 7.
6.	Design not institutional	See Section 7.

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Item	Issues	Comments
7.	Service ducts easily accessible	Design to demonstrate easy accessibility for servicing e.g. toilet ducts to cells should be to the outside allowing work without the need to enter the cell block.
8.	Penetrations/Openings	Ducts and penetrations into prisoner occupied areas not to exceed 250mm diameter round, 200mm square or 120mm between bars. Minimisation of features that could be used as climbing aids.
9.	Orientation of buildings	East-West axis (see Section 7). Good visibility when officer enters cell blocks.
10.	Master Control/Movement Control	See Section 5: Gatehouse.
11.	Equipment	All security/electrical/mechanical equipment to be housed in secure rooms.
12.	Toughened Glass	Use when glass not the main security barrier. 10mm. Ratio length: width not to exceed 8:1.
13.	Laminated Safety Glass	Not to be used
14.	Glass clad polycarbonate	In non contact visits area and officer stations. Other areas where high security essential.
15.	Float glass	Not to be used.
16.	Hardened Steel	K700 steel for cell windows, grills, barriers.
17.	Hinges, Cell Doors	Heavy duty adjustable hardened steel. Install one pin up and one down to prevent door being lifted off hinges. Doorstops.
18.	Floor Safety	Non-slip impervious surfaces kitchens, laundries and ablutions. Cell floors wet areas e.g. epoxy resin.
19.	Safety Equipment	Roof mounted anchorage points.