

## SCHEDULE

Rule 16

Information and reports for a reference to the Board by the Secretary of State to determine the initial release of a prisoner or to determine the re-release of a recalled prisoner

### Part A

#### Information relating to the prisoner

1. The full name of the prisoner.
2. The date of birth of the prisoner.
3. The prison in which the prisoner is detained, details of any other prisons in which the prisoner has been detained under the current sentence, and the date of and the reason for any transfer.
4. The date on which the prisoner was given the current sentence, details of the offence and any previous convictions.
5. If available, the comments of the trial judge when passing sentence.
6. The parole history, if any, of the prisoner, including details of any periods spent on licence during the current sentence.
7. If available, the conclusions of the Court of Appeal in respect of any appeal by the prisoner against conviction or sentence.
8. In recall cases, the details of any previous recalls of the prisoner, including the reasons for such recalls and subsequent re-release on licence.
9. In recall cases, the statement of reasons for the most recent recall, including the outcome of any criminal charges laid against the prisoner prior, or subsequent, to the point at which the prisoner was recalled.
10. In recall cases, if available, witness statements, police statements and the CPS summary of any alleged offending on licence.

### Part B

#### Reports relating to the prisoner

1. If available and relevant to the Secretary of State's assessment of risk, the pre-trial and pre-sentence reports examined by the sentencing court on the circumstances of the offence, including any specialist reports produced at sentencing.
2. If available, any reports or evidence the sentencing court recommended be seen by those considering future risk.
3. Reports on a prisoner who was subject to a transfer direction under section 47 of the Mental Health Act 1983.
4. Current reports on prisoner's risk factors, reduction in risk and performance and behaviour in prison, including views on suitability for release on licence as well as compliance with any sentence plan.
5. A current risk management report prepared for the Board by an officer of the National Probation Service or relevant Community Rehabilitation Company, including information on the following where relevant —

**Status:** This is the original version (as it was originally made).

- (a) details of the prisoner's address, family circumstances and family attitudes towards the prisoner;
  - (b) alternative options if the offender cannot return home;
  - (c) the opportunity for employment on release;
  - (d) the local community's attitude towards the prisoner (if known);
  - (e) the prisoner's attitude towards the offence for which the offender received the sentence that is being considered by the Parole Board;
  - (f) the prisoners' response to previous periods of supervision;
  - (g) the prisoner's behaviour during any temporary leave during the current sentence;
  - (h) the prisoner's attitude to the prospect of release and the requirements and objectives of supervision, including likely compliance;
  - (i) an assessment of the risk of reoffending;
  - (j) a programme of supervision;
  - (k) analysis of the impact of the offence on the victims, for which the offender received the sentence which is being considered by the Board;
  - (l) a view on the suitability for release;
  - (m) recommendations regarding any licence conditions.
- 6.** If available, a current Victim Personal Statement setting out the impact the offence has had on the victim and/or the victim's family.
- 7.** In recall cases, any reports considered by the Secretary of state in deciding to recall the prisoner.
- 8.** In recall cases, a copy of the prisoner's licence at the point at which the Secretary of State decided to recall the prisoner.