

22 September 2025

Chris Macklin
Convenor NZLS
Criminal Law Committee

Annabel Cresswell
Acting President
Criminal Bar Association

Julie-Anne Kincade KC
Vice-President
The Law Association

Tēnā koutou

Re: The request for Department of Corrections to improve communication with lawyers

We would like to provide an update on the implementation of the system solution to improve notification of counsel when prisoners are moved.

The Prisoner Transfer Notification system will notify lawyers when their clients are moved from one prison site to another ahead of their transfer. In practical terms, this means that a lawyer will receive an email in each instance when their client is booked to be transferred from one prison to another, as well as in the instance where their transfer has been cancelled. The aim of this change is to keep lawyers informed of client movements with the intent of providing visibility of movements of defendants in custody.

This notification system solution is scheduled to go live on 1 October 2025.

Once a prisoner transfer has been booked, should you have any concerns or questions around the scheduled/pending escort, please feel free to reach out to us on DCORprisonermovements@corrections.govt.nz.

Please kindly note the following:

- While we endeavour to pre-plan all our escorts/transfers, there may be instances where prison population pressure requires a short-notice transfer. Advance notice of 24 hours or more may not be possible in every case.
- Notifications are relevant for prisoners with future Court hearings on active charges; prisoners being moved with upcoming NZ Parole Board hearings with assigned counsel will unfortunately not be included as part of the work of these notifications.
- Notifications will be sent to the email address recorded for assigned counsel on the Ministry of Justice's case management system that is updated once a day— and the Department of Corrections is reliant on the case management system's lawyer details to be accurate.
- If you've received notification and are no longer the assigned counsel for the prisoner, please inform the Ministry of Justice promptly so that they can update their records.



- We've consulted with both the Ministry of Justice and Department of Corrections' Privacy teams, who have undertaken privacy impact assessments to ensure these changes are compliant with privacy and security of the defendant in custody.

Should you wish to discuss the above prior to the launch date, please reach out to me on the contact details listed below.

Yours sincerely,
Campbell List
National Manager Prison Population
Campbell.List@corrections.govt.nz
(027) 206 1866