**ACTION PLAN: HMCIP REPORT** 

**ESTABLISHMENT: HMP WHATTON** 

TIMETABLE	DATE	STATUS OF THIS RETURN
Full unannounced inspection	15 – 26 August 2016	
Report published	4 January 2017	
Action Plan Submitted	21 March 2017	Attached

## **ACTION PLAN - HMCIP REPORT**

## **ESTABLISHMENT: HMP WHATTON**

2017

1. Rec. no	2 Recommendation	3. Accepted/ Rejected	4. Response Action Taken/Planned	5. Function Responsible/ Policy Lead	6. Target Date
	Main recommendations To the governor				
5.1	Cells on B wing should be enlarged and the toilet moved away from the bed and appropriately screened. The wing showers should be sufficiently screened and private. (S40)	Partially Accepted	HMP Whatton agree that the cells on B wing are some of the smallest in the prison system and would benefit from B Wing being demolished and replaced with appropriate modern accommodation. Previous requests for this to happen have not been centrally supported so we have improved the environment on B wing within our current financial constraints. All toilets are being screened and the wing showers, after consultation with prisoners, have had additional shower curtains installed so, in essence, each shower has a double shower curtain to provide additional privacy.	Head of Residence	30 April 2017
5.2	There should be equality impact assessments and action plans to address inequalities identified by equality monitoring. All submitted discrimination incident reporting forms	Accepted	A full review of the current equality impact assessment (EIA) programme is being carried out and will now be incorporating the instructions in PSI 20/2016: Implementation of Equality Analysis.  An EIA has been completed regarding the DIRF process following this inspection.	Head of Public Protection	31 March 2017

POSITION AS AT: 21 March

	(DIRFs) should be fully investigated and subject to internal and external quality control. (S41)		Local data gathering is now in place so that this is considered as well as data from the equality monitoring tool. Equality data is now an agenda item for all prisoner forums.  All DIRFS are also subject to quality control with the Governor or in the Governors absence, the Deputy Governor signing off on them all.		
	<b>Recommendations To the</b>				
	governor				
	Self-harm and suicide				
5.3	Prisoners who are on assessment, care in custody and teamwork (ACCT) case management should have current care maps with clear measurable individual targets that are regularly reviewed, and should receive a robust post-closure interview that explicitly records progress. (1.22)	Accepted	All case managers have been given written instruction with regards to these findings.  Case manager refresher training incorporates this requirement and has been included in the training needs analysis for the establishment as priority training.  This will be monitored by safer custody through weekly management checks of ACCT documentation, self-audit and discussion at monthly safer custody meetings.	Head of Public Protection	31 March 2017
5.4	Investigations of serious acts of self-harm should identify lessons learned, and the safer custody meeting should consistently explore and address the reasons for the continuing high rates of self-harm to reduce the number of incidents. (1.23)  Security	Accepted	All custodial managers have received written instruction regarding this requirement. A good practice template has been circulated to those who complete investigations. The safer custody department staff, check all documentation and give assurance that all lessons learned are recorded prior to forwarding to the regional safer custody lead.  The head of safer custody will monitor over the next three months to give assurance of compliance.	Head of Public Protection	31 March 2017
5.5	Prisoners should be	Accepted	A working group has been set up and tasked with	Head of	31 March 2017
_	allowed to wear their own	'	development of this. The draft policy has been forwarded	Residence	

	clothes, apart from in exceptional risk assessed circumstances. (1.32)		to the senior management team (SMT) for ratification. There will be a roll out programme for all prisoners who wish to wear their own clothing on a staged approach starting with B wing from Sunday 29 January 2017, then the Alpha wings and finally the Charlie wings by Friday 31 March 2017.		
	Substance misuse				
5.6	There should be an up-to-date substance misuse strategy based on a robust needs analysis that addresses supply reduction and treatment for substance misuse, including diverted medication and alcohol. This strategy should be under regular review by the drug and alcohol meeting. (1.53)	Accepted	The annual reducing reoffending questionnaire will include a more in depth assessment of needs and gaps in provision than previously. This in combination with induction/reception data will better inform the substance misuse strategy which will be drawn up with support from Nottinghamshire NHS Trust Substance Misuse lead and head of healthcare. Data informing the strategy will be supported by the healthcare needs assessment (HNA) and will be underpinned by the new service specification.	Head of Reducing Re-offending	30 September 2017
5.7	Prisoners with substance misuse needs should have easy access to mutual aid support. (1.54)	Accepted	A cognitive based therapy such as the substance, misuse and recovery team (SMART) or similar could potentially be suitable to address the needs of the prisoner population at HMP Whatton, delivered by the substance misuse team. This will be explored with a view to developing a service to meet the need.  Other areas within the prison operate peer support systems for those people practicing and consolidating behavioural change. This will also be explored as an option to further support people living at HMP Whatton to maintain change in their substance misuse.	Head of Reducing Re-offending	31 December 2017
	Residential units				
5.8	Prisoners' property should be available within a reasonable time when requested. (2.7)	Accepted	HMP Whatton complies with the instructions within PSI12/2011: Prisoners' Property: in that; 'The storage of prisoners' excess property, either locally or centrally, is in principle an exceptional or temporary measure.' All prisoners are therefore required to dispose of any	Head of Operations	Completed

			excess property, other than a set of discharge clothes, by handing or posting out or destroying their excess property. If none of these options is taken, the property is sent to the National Distribution Centre, Branston, where it will then not be accessible for a minimum period of 12 months, in line with their regulations.  If property is temporarily removed from a prisoner as a result of an IEP downgrade it will be placed in stored property and can be retrieved via application when IEP status is increased.  Reception staff have been advised that appropriate stored property should be reissued a.s.a.p. after receipt of an application.		
	Equality and diversity				
5.9	The consultation forums for protected characteristics groups should have a set agenda and be minuted to ensure that the Whatton equality action team can monitor progress of ongoing actions. (2.27)	Accepted	All equality prisoner forums now have a set agenda. The meetings are prisoner led with oversight from a member of staff. Minutes are taken and fed back in to the establishment equality meetings and action tracker.	Head of Public Protection	31 March 2017
5.10	There should be more discussion and data analysis with prisoners from a black and minority ethnic background to establish why they feel disadvantaged and what can be done to alleviate their concerns. (2.28)	Accepted	Meetings with the black and minority ethnic population were held bi-monthly and are prisoner led. Data had been provided for this meeting from the equality monitoring tool and from local data collation. This was discussed as an agenda item. As an added measure ad hoc meetings have also taken place for areas where prisoner perception was not positive i.e. access to activities. It was envisaged that this would improve prisoner perceptions of the processes involved and alleviate the feelings of discrimination for certain jobs and activities available to all prisoners.	Head of Public Protection	31 March 2017
	Complaints				
5.11	The Prison should regularly review all outstanding	Accepted	The prison quality assures 10% of all complaints each month and this includes outstanding complaints,	Head of Business	Ongoing

	complaints as part of its quality assurance and monitoring process, including those referring to prisoners' previous establishment. (2.35)		particularly those referring to a prisoner's previous establishment which was the primary concern raised during the inspection. Where responses are not forthcoming the hub manager will escalate to the counterpart of the other prison. This is proving successful in the early days.	Assurance	
<b>5.40</b>	Health services	Davida II	There is a second to be a second to		
5.12	Emergency resuscitation equipment should be available in all residential blocks, kept in good order and checked regularly. (2.49)	Partially accepted	There is no requirement to have an emergency bag on each of the 13 house blocks. This could lead to an increased risk of items being out of date due to infrequent use.  To ensure that all nursing staff have access to basic medical equipment to attend as first response, we have issued staff with pouches that include portable blood pressure machine, blood glucose meter, stethoscope, Pen torch, thermometer and basic dressings.	Head of Healthcare	Completed
5.13	Social care arrangements for individual prisoners should be subject to accelerated review if locally indicated. (2.50)	Accepted	Local Authority staff and healthcare have jointly provided a process map to outline the process.	Head of Healthcare	Completed
5.14	Reception health screening should be confidential and not rely on self- completed prisoner questionnaires. (2.57)	Accepted	Reception screening now takes place as a face to interview and outcomes are recorded directly onto System one (the healthcare electronic medical records system).  Orderlies are no longer involved in the process.	Head of Healthcare	Completed
5.15	Patients should have prompt access to nurse triage without the need to involve a prison officer. (2.58)	Partially accepted	Members of the patient Involvement forum and patient representatives have been tasked with undertaking a questionnaire to obtain the views of patients in relation to this issue.  Patients do not need to disclose personal information during telephone triage, however this can help in prioritising appointments.	Head of Healthcare	31 March 2017
5.16	Prisoners receiving in- possession medicines should have a prompt risk	Accepted	A complete review of the collection of medication is underway to ensure that this process is better organised and controlled.	Head of Healthcare	31 July 2017

	assessment against each medicine to ensure that potentially tradable medications are correctly managed, and the daily supply of medication should be better organised and controlled. (2.64)		An in-possession risk assessment takes place during the reception process.  Patients now receive appointment slips for collection of medication daily, weekly or monthly and the attending officers check these slips.		
5.17	Prisoners should be able to access adequate pain relief while waiting for an urgent dental appointment. (2.67)	Partially Accepted	During operational hours patients are able to attend healthcare for homely remedies (over the counter) and urgent triage appointments.  Dental triage supports this process by offering emergency dental nurse led dental advice and treatment.  It is not possible to provide out of hours dental service as the Nottinghamshire Healthcare Service are not currently commissioned to offer this.	Head of Healthcare	Completed
	Purchases				
5.18	The prison should consult widely on its shop goods list to ensure the diverse needs of prisoners are addressed. (2.79)	Accepted	The canteen list has been extended to include more items from the nationally approved list as part of a pilot. This has helped increase and improve provision to cover the diverse needs of prisoners.  A quarterly review of the canteen list will include prisoners from protected characteristic groups and will be done in liaison between the business hub and equalities team.	Head of Business Assurance	31 March 2017
	Learning and skills and				
	work activities				
5.19	Senior managers should complete a detailed educational and training needs analysis of the whole population to ensure that the provision meets the needs of all groups of prisoners and to support	Accepted	A comprehensive training needs analysis for learning and skills (L&S) across the whole HMP Whatton prison population will be developed. This will show the initial date of reception into Whatton, initial assessment scores for numeracy and literacy and any progress to higher levels. It will also show prior learning attainment, age, nationality and ethnicity. This information will then be used to develop curriculum planning and identify gaps in L&S	Head of Reducing Re-offending	31 May 2017

	future development plans.		provision.		
	(3.10)		provision.		
5.20	The education and training provision should be extended to include higher level learning and more subjects to meet the needs of those serving longer sentences or with higher prior academic attainment. (3.16)	Accepted	Level 3 courses will be introduced across L&S provision of both offender, learning and skills service (OLASS) and non-OLASS) areas.  Enhanced support for distance learning and Open University students will be offered by the education provider.	Head of Reducing Re-offending	31 May 2017
5.21	Teachers in vocational training and work should promote the development of prisoners' English and mathematics skills more effectively. (3.25)	Accepted	A review of the recording and recognition of English and maths skills across all learning areas is to be developed.  Training in embedding English and maths skills is to be shared with non-OLASS instructors.  Resources to enable the recognition of English and maths are to be purchased.	Head of Reducing Re-offending	30 September 2017
5.22	Library staff should collect data on library usage to identify if particular groups of prisoners are not benefiting from library services and activities, and take appropriate action. (3.34)	Accepted	A monitoring system is to be developed and implemented to monitor those accessing the library and to ensure that all groups can benefit from the facility.	Head of Reducing Re-offending	30 September 2017
	Physical education and healthy living				
5.23	Senior managers should analyse the available data on PE activities to monitor the participation by all groups of prisoners, and take appropriate action. (3.40)	Accepted	A monitoring system is to be developed and implemented to monitor those accessing the gym to ensure that all groups can benefit from the facility.	Head of Reducing Re-offending	30 September 2017
	Strategic management of resettlement				

5.24	There should be a clear process for resolving differences between prisoner risk assessments and their suitability for interventions, and this should be known by all staff who need to use it. (4.6)	Accepted	The offender management unit (OMU) use the dynamic risk assessment tool in the offender assessment system (OaSys) whilst programmes use Risk Matrix 2000, a static risk predictor. Interventions group are developing and introducing a new risk assessment tool, Oasys sexual reoffending predictor (OSP), which will be used nationally by both teams to assess risk and suitability for offending behaviour programmes (OBPs). The SMT discussed progress with the tool's development and its potential implementation at HMP Whatton during a strategic planning day on 24 January 2017. Following this discussion a training and implementation action plan has been developed to manage the establishment of OSP at HMP Whatton.	Head of Reducing Re-offending	31 August 2017
5.25	The effectiveness of resettlement services should be monitored and evaluated. (4.7, repeated recommendation, 4.7)	Accepted	HMP Whatton discharges an average of 220 men nationally every year, but as it is not identified as a resettlement prison it has not been allocated central resources. Resettlement services are provided by Lincolnshire Action Trust (LAT), an externally sourced contractor financed by the establishment. A contract renewal is due and within this there will be a requirement that they provide statistical data summarising resettlement provision across the Pathways. This will be evaluated via prisoner exit surveys conducted by Department of Work and Pensions (DWP), along with an annual resettlement survey conducted by the OMU, and supported by the annual reducing reoffending survey.	Head of Reducing Re-offending	30 September 2017
	Offender management and planning		,		
5.26	Prisoners' OASys assessments should be formally reviewed following a significant event, including completion of an accredited programme. (4.14)	Accepted	Guidance has already been issued to all offender supervisors (O/S's) and a monitoring/tracking system is in place. 'Post programme reviews' will become the instigator for reviewing the OASys and will be tracked for OASys reviews by functional managers. Other significant events i.e. completion of sent/plan targets or an education course will also be tracked and monitored. Finally, adjudication awards will be collated by the OMU and assessed for seriousness against the 'significant event'	Head of Offender Management Unit	31 March 2017

			criteria with the OASys updated accordingly where		
			deemed necessary.		
5.27	The prison should assure itself that all prisoners have a confirmed MAPPA level before their release. (4.17)	Accepted	OMU have created three additional columns on the main OMU spreadsheet to identify dates eight, seven and six months prior to release. At eight months they will send a letter to the offender manager (offender supervisor cc'd) requesting multi-agency public protection arrangements (MAPPA) Level and details of any planned meetings for level 2 or 3 cases and advise that the OS will be requesting a tri-partite meeting to hand the case over. If the establishment do not hear back from probation by the seven month prior to release date, an escalation letter will be sent to the MAPPA co-ordinator for the relevant discharge area. The six month date is for managers to check if further requests are required.  Also at the 6 month prior to release stage the public protection unit case administrator will list all discharges for the next interdepartmental risk management team (IRMT) meeting and send details to the senior probation officer who distributes this to the relevant OS's requesting details of arrangements for the tri-partite meeting and confirmation of the MAPPA Level and planned meetings. The interdepartmental risk management team will have oversight of this process. The discharge list is reviewed at the bi-monthly IRMT meetings. Any missing information will be requested at this meeting as an action point for the individual offender supervisor.	Head of Public Protection	31 March 2017
	Reintegration planning				
5.28	Men due for release should be reviewed by health services staff to ensure that any health needs are met and that they receive suitable advice. (4.29, repeated recommendation 4.38).	Partially Accepted	All discharge information is prepared when notification is received from the prison. All patients are provided with a discharge summary, prescribed medication and appropriate advice on how to access a GP and health services on the day of discharge.  Patients who have had little or no contact with healthcare during their period in custody also receive a discharge summary and advice leaflet but may not be seen face to	Head of Healthcare	Completed

			face.  Those patients with more complex needs will have pre planned discharge arrangements put in place, including any ongoing social care or healthcare needs.		
5.29	Prisoners should be able to wear their own clothes on visits. (4.37	Accepted	A working group has been set up and tasked with development of an 'own clothes policy'. The draft policy has been forwarded to SMT for ratification. The policy will be rolled out, for all prisoners who wish to wear their own clothing, in a staged approach starting with B wing from Sunday 29 January 2017; then the Alpha wings and finally the Charlie wings by the 31 March 2017. All prisoners will be allowed to wear their own clothes on visits by 31 March 2017.	Head of Operations	31 March 2017

Recommendations	
Accepted	24
Accepted Subject to Resources /Partially Accepted	5
Rejected	0
Total	29