



HM Prison &
Probation Service

Action Plan: Thematic Report: Close Supervision Centre System

A Response to the HMIP Review: 4 – 8 December 2017

Report Published: 24 April 2018

INTRODUCTION

HM Inspectorate of Prisons (HMIP) is an independent inspectorate which provide scrutiny of the conditions for and treatment of prisoners. They report their findings for prisons and Young Offender Institutions across England and Wales to Ministry of Justice (MOJ) and Her Majesty's Prison and Probation Service (HMPPS). In response to the report HMPPS / MOJ are required to draft a robust and timely action plan to address the recommendations. The action plan confirms whether recommendations are agreed, partly agreed or not agreed (see categorisations below). Where a recommendation is agreed or partly agreed, the action plans provides specific steps and actions to address these. Actions are clear, measurable, achievable and relevant with the owner and timescale of each step clearly identified. Action plans are sent to HMIP and published on the HMPPS website (to be confirmed). Progress against the implementation and delivery of the action plans will also be monitored and reported on.

| Term | Definition | Additional comment |
|---------------|--|--|
| Agreed | All of the recommendation is agreed with, can be achieved and is affordable. | The response should clearly explain how the recommendation will be achieved along with timescales. Actions should be as SMART (Specific, Measureable, Achievable, Realistic and Time-bound) as possible. Actions should be specific enough to be tracked for progress. |
| Partly Agreed | Only part of the recommendation is agreed with, is achievable, affordable and will be implemented. This might be because we cannot implement the whole recommendation because of commissioning, policy, operational or affordability reasons. | The response must state clearly which part of the recommendation will be implemented along with SMART actions and tracked for progress. There must be an explanation of why we cannot fully agree the recommendation - this must state clearly whether this is due to commissioning, policy, operational or affordability reasons. |
| Not Agreed | The recommendation is not agreed and will not be implemented. This might be because of commissioning, policy, operational or affordability reasons. | The response must clearly state the reasons why we have chosen this option. There must be an explanation of why we cannot agree the recommendation - this must state clearly whether this is due to commissioning, policy, operational or affordability reasons. |



ACTION PLAN: HMCIP THEMATIC REVIEW

CLOSE SUPERVISION CENTRE SYSTEM

| 1. Rec No | 2. Recommendation | 3. Agreed/Partly Agreed/Not Agreed | 4. Response Action Taken/Planned | 5. Function Responsible/Policy Lead | 6. Target Date |
|-----------------|--|---|---|--|-------------------|
| 5.1 | An independent member of the CSC management group and/or committee (who is not an employee of HM Prison and Probation Service or the Ministry of Justice) should challenge robustly the CSC decision-making process. (S36) | Not Agreed | Whilst we understand the impartiality benefits of a critical friend and will explore options for incorporation into key decision making processes, due to information sharing, governance / legal, and potential cost implications we cannot commit to full implementation. | | |
| 5.2 | Staff should receive support in line with the CSC operating manual. (S37) | Agreed | <p>The Long Term and High Security Estate Wellbeing Manager will work systematically with each establishment to ensure that individual support sessions are being delivered as per the operating manual and will work directly with Unit leads to ensure that staff are attending 'Working with Challenging Behaviour training' within the required timescales. Health care checks will be completed as required and adherence to policy monitored by the LTHSE Wellbeing Manager.</p> <p>The Long Term and High Security Wellbeing Manager will ensure there are adequate numbers of trained Individual Professional Development facilitators, as well as speaking with those locally involved in profiling and Regime Management Plans to ensure that such sessions are managed and detailed accordingly.</p> | LTHSE Wellbeing Strategy Manager, Governing Governors and LTHSE CSC Operational and Clinical Leads | December 2018 |
| 5.3 | Regimes should ensure men have maximum opportunity to be involved in enriching and progressive activities, which should be delivered as advertised. (S38) | Agreed | All Unit Managers will review local regimes in line with staff profiles and core day timings. Unit Managers will ensure equal and appropriate access (in line with risk assessment and Incentives and Earned Privilege levels) to basic entitlements and wider regime activities, whilst enhancing the nature of these where appropriate. This will be done consultatively across the system to ensure consistency. | Governor, CSC Operational and Clinical leads | December 2018 |



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| | | | <p>All local regimes detailing <i>minimum</i> access will be published and available to staff, visitors and prisoners on each Unit.</p> <p>These actions will be monitored by CSC Operational and Clinical leads, and via CSC Management Committee (CSCMC).</p> | | |
| 5.4 | Further improvements should be made to the environment of the units, and particularly the exercise yards. (S39) | Partly Agreed | Subject to affordability and risk assessment, Unit Managers will make further efforts across the Close Supervision Centre and Managing Challenging Behaviour systems to improve the Unit environments. This will include décor, lighting, plants/greenery, facilities/equipment available for activities and exercise yards. | Governors and LTHSE Operational and Clinical Leads | March 2019 |
| 5.5 | Opportunities for the men to contact their families, children and friends should be enhanced, and privacy during visits assured. (S40) | Agreed | <p>Family involvement will be encouraged for processes such as Assessment Care in Custody and Teamwork, Care and Management Plans, and all other relevant case reviews. All local unit managers will incorporate this into their regime reviews (as at 5.3). Applications will be subject to risk assessment and safeguarding considerations.</p> <p>The CSC Operational Lead will oversee a review of the current arrangements regarding privacy on visits and make improvements where individual risk assessments, space, facilities available and appropriate levels of supervision allow.</p> | Governors, LTHSE Operational and Clinical Leads | <p>December 2018</p> <p>December 2018</p> |
| 5.6 | Operational managers of the CSC system should hold host prisons to account in ensuring that men in designated cells have a reasonable regime and appropriate support and care planning. Stays in designated cells should be as short as possible. (S41) | Agreed | <p>Local Designated Cell leads will review regime access locally and in consultation with each other for consistency. They will ensure Care Management Plans and reporting processes are being adhered to in line with the operating manual, and in consideration for the extra B3 Officer resource they have allocated for management of R46 prisoners.</p> <p>CSCMC, CSC Operational and Clinical Leads, via their unit visits will monitor progress against this action to ensure that regime access is appropriate and CMP and reporting processes are being followed correctly.</p> <p>Central Management Group (CMG) will continue to ensure location in Designated Cells is appropriate and review monthly at CMG meetings. Local Segregation Operational Managers will ensure relevant information</p> | <p>Governor</p> <p>Operational and Clinical CSC Leads</p> <p>Governors, Operational and Clinical CSC Leads</p> | <p>September 2018</p> <p>October 2018</p> <p>June 2018 (for review but immediate communication to this effect)</p> |



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| | | | is submitted to Central Management Group each month to ensure this can inform appropriate decisions. | | |
| 5.7 | Prisoners should only be strip-searched and placed in strip-clothing if an individual risk assessment warrants it. (S42) | Agreed | Local Unit and Segregation Operational Managers will put procedures in place to ensure that full searches are only carried out, and prisoners placed in clothing, where deemed necessary through risk assessment. The appropriate authority will be obtained, and recorded. | Governor | June 2018 (for review but immediate communication to this effect) |
| 5.8 | Communal areas and cells in the Woodhill units should be clean and decent. (S43) | Agreed | Communal areas and cells will be refurbished and deep cleaned. New equipment will be ordered to replace damaged equipment and improvements made to enhance the gym facilities. | Governor | September 2018 |
| 5.9 | Transfers to secure hospital beds should be prompt and within current transfer guideline. (S44) | Not Agreed | The Long Term and High Security Estate will continue to work with the NHS, and Local Operational Leads will aim to complete the transfer swiftly once a bed becomes available. The responsibility for adherence to transfer guidelines and transfer timescales sits with the NHS and is outside of the control of HMPPS. | | |

| Recommendations | |
|------------------------|----------|
| Agreed | 6 |
| Partly Agreed | 1 |
| Not Agreed | 2 |
| Total | 9 |

