



HM Prison &  
Probation Service

Action Plan: HMP Woodhill

Action Plan Submitted: 27 January 2022

A Response to the HMIP Inspection: 13 September – 24 September 2021

Report Published: 14 December 2021

## INTRODUCTION

HM Inspectorate of Prisons (HMIP) and HM Inspectorate of Probation for England and Wales are independent inspectorates which provide scrutiny of the conditions for, and treatment of prisoners and offenders. They report their findings for prisons, Young Offender Institutions and effectiveness of the work of probation, Community Rehabilitation Companies (CRCs) and youth offending services 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 web based Prison Finder. 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, Measurable, 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 <b>must</b> 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 <b>must</b> 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.

Actions with future target dates may be delayed due to Covid-19 related disruptions to service delivery

ACTION PLAN: HMCIP REPORT

ESTABLISHMENT: HMP WOODHILL

1. Rec No	Key concerns and recommendations	3. Agreed/ Partly Agreed/ Not Agreed	4. Response Action Taken/Planned	5. Responsible Owner	6. Target Date
7.1	<p>Key concern 1.46: Proactive local leadership was not bearing sufficient fruit in terms of the morale, commitment and teamwork of operational staff. Shortage of staff, inexperience and high turnover were limiting what Woodhill could achieve in many areas. Many operational staff showed a lack of confidence and competence in the everyday supervision and support of prisoners. This had a detrimental impact on many aspects of the regime and on the experience of prisoners who were often frustrated at basic tasks not being completed by staff properly, consistently or at</p>	Agreed	<p>HMP Woodhill will increase the competence and confidence shown by prison officers, by providing the following additional training and development:</p> <ul style="list-style-type: none"> <li>• Weekly afternoon shutdowns have been introduced, to facilitate learning for all staff, with specific cohorts focused on skillsets for new officers and new Supervising Officers.</li> <li>• The introduction of new quarterly review sessions between all line managers and staff, to establish where further support is needed.</li> </ul> <p>A re-profiling exercise has been scheduled to ensure consistency by better aligning staffing requirements for each day and incorporating un-profiled tasks that emerged through pandemic e.g. video calling.</p> <p>A recruitment campaign for two Apprenticeship Coaches has been undertaken with one successful candidate expected to be in post by the end of January 2022. Additional support has been requested from Learning and Development until we successfully recruit to the post. The Apprenticeship Coaches will support and guide all new officers coming into the prison for 12 months.</p> <p>HMP Woodhill has been selected by the Prison Performance Committee, as a site to receive support from the Standards Coaching</p>	<p>Governor</p> <p>Governor</p> <p>Governor</p> <p>Governor/HMPPS</p>	<p>Completed</p> <p>April 2022</p> <p>Completed</p> <p>February 2022</p>

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	<p>all. More prison officers were leaving than joining. These long-standing challenges at Woodhill had not been effectively addressed.</p> <p><b>Recommendation: There should be clear measures to train, retain and develop operational staff and to increase the confidence, competence and consistency shown by prison officers in their supervision and support of prisoners, with objective assessment of outcomes.</b> (To HMPPS and the governor)</p>		<p>Team (SCT) for 16 weeks from the 14<sup>th</sup> February 2021. The SCT will coach and support operational staff to improve confidence, competence and establish consistent standards in completing daily tasks. This approach will not only improve individual practice but can help identify and improve systemic and process issues. It can also support the prison leadership team through work on cultural change.</p> <p>An investment in a 12-month programme called “Match Fit” will be made for HMP Woodhill. This is a programme for coaching, mentoring, guiding, and assisting managers in their strategic approach. All managers will take part in the programme.</p> <p>A further competence and confidence survey will be carried out at the end of 16 weeks that standards coaching team are in place to assess outcomes. Feedback will also be sought through monthly prisoner forums.</p>	<p>Governor/HMPPS</p> <p>Governor</p>	<p>April 2022</p> <p>July 2022</p>
7.2	<p>Key concern 1.47: Violence was high and rising. Management of violence through the CSIP process was ineffective and leaders did not give adequate scrutiny at meetings to use of force footage. There was not enough use of body-worn cameras and many staff and prisoners felt unsafe.</p> <p><b>Recommendation: Behaviour management approaches, including</b></p>	Agreed	<p>As part of the deployment of the Standards Coaching team, staff members will be refreshed in the effective use of the Incentives Policy, to encourage and reward positive behaviour and challenge and change unacceptable and anti-social behaviour amongst the prisoner group in the prison. Using prisoner reps and mediators will be a central part of having prisoner voice included in both the prisoner voice and peer challenge.</p> <p>HMP Woodhill will be undertaking a relaunch of CSIP, supported by local training in order to improve the competence and confidence of staff and managers in using the process to manage unacceptable behaviour and reduce conflict and violence. This will include full participation of the prisoner to work towards an agreed plan of acceptable behaviour.</p>	<p>Governor</p> <p>Governor</p>	<p>June 2022</p> <p>June 2022</p>

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	<p><b>CSIP, should be used by staff at all levels to reduce violence by focusing on the individual prisoner, who should be personally involved.</b> (To the governor)</p>		<p>Funding has been secured to provide an additional Custodial Manager within the Safety team. This will support closer working between the Residential and Safety managers to ensure timely completion of CSIP investigations and decisions regarding full plans.</p> <p>Local assurance of the CSIP processes will be provided by the Head of Safety and Equalities who will conduct a minimum of 10% dip tests and report findings into the 'Priority 1' meeting agenda. The Head of Safety and Equalities will also chair the Safety and Intervention Meeting (SIM) in order to identify trends and actions required to manage violence in the prison.</p> <p>HMPPS will complete a national process of approval of all prisons' CSIP quality assurance processes during 2022 involving a robust self-assessment supported with evidence regarding key actions undertaken and measurement of outcomes from these.</p> <p>The UoF coordinator will monitor all incidents of UoF with the Head of Function providing assurance for 30% of unplanned incidents. This will include the use of Body Worn Video Cameras (BWVC) by staff and CCTV. Data will be analysed with any trends or issues identified and discussed at the Use of Force (UoF) Committee meeting.</p> <p>A national procurement exercise for the next generation of BWVC is underway with improved functionality to record spontaneous incidents. It anticipated that this will provide additional BWVC, allowing for more staff to draw them, and improve perceptions of safety for both staff and prisoners.</p>	<p>Governor</p> <p>Governor</p> <p>Governor</p> <p>Governor</p> <p>Governor</p>	<p>March 2022</p> <p>March 2022</p> <p>June 2022</p> <p>March 2022</p> <p>June 2022</p>
7.3	<p>Key concern 1.48: There had been seven self-inflicted deaths since the previous inspection. Levels of self-harm were consistently high and</p>	<p>Agreed</p>	<p>The HMP Woodhill Safer Custody Team will provide a monthly detailed analysis of trends and triggers for self-harming including reasons for self-harm. The analysis will be discussed at the monthly Safer Custody Meeting, where emerging trends will be identified, and actions to address them will be recorded in the Safety Action Plan.</p>	<p>Governor</p>	<p>March 2022</p>

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	<p>higher than at similar prisons. Although there had been some actions to improve systems, work to address the rate of self-harm had not been effective. Staff struggled to deliver support consistently for prisoners in crisis, who were locked in their cells for long periods.</p> <p><b>Recommendation:</b>  <b>Continued development of data analysis and monitoring should underpin effective work to reduce the rate of self-harm, with all relevant prison staff working in a consistent and coordinated way to support prisoners at risk.</b>          (To the governor)</p>		<p>Awareness training for staff around prisoners who self-harm as a coping strategy will be co-delivered with prisoners to up-skill staff in supporting prisoners at risk.</p> <p>Bespoke training on ACCT's will be delivered at the weekly 'Grow Our Team' training session. A specific focus will be on risk, triggers and trends.</p> <p>A re-profiling exercise that updates the blueprint of the prison regime will ensure staffing is sufficient to provide regular and consistent support to prisoners at risk of self-harm and reduce the cross-deployment of staff on a regular basis.</p>	<p>Governor</p> <p>Governor</p> <p>Governor</p>	<p>June 2022</p> <p>April 2022</p> <p>April 2022</p>
7.4	<p>Key concern 1.49: Cleaning arrangements, including access to materials and compliance with basic standards of cleaning hygiene, were not good enough. Cleaners complained of not having enough time outside the wing domestic periods to complete their cleaning duties.</p>	Agreed	<p>HMP Woodhill will ensure that all residential areas are kept clean by:</p> <ul style="list-style-type: none"> <li>• A revised core-day with specific time in the regime for wings to be cleaned. This allows for five cleaners within a group of 14 to be out each day.</li> <li>• Trained Dedicated Officers will supervise wing workers and assess the level of cleanliness.</li> <li>• Weekly orders created by the dedicated officer, based on agreed stock levels to provide access to the necessary cleaning materials. This will be supported by a new process to identify shortfalls in cleaning equipment and materials and liaison with the Receivable In Deliveries Unit (RIDU) team.</li> </ul>	Governor	May 2022

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	<p><b>Recommendation: All residential areas should be kept clean through effective systems of work, monitoring, and access to the necessary materials.</b> (To the governor)</p>		<ul style="list-style-type: none"> <li>Wing-based training will be provided for wing workers working closely with the environmental team that will assist with raising the knowledge of cleaning to a higher standard for both staff and prisoners.</li> <li>Standards will be checked via Governor walk rounds, and a review will be conducted to implement a more effective rhythm of cell checks and Wing Inspections.</li> </ul>		
7.5	<p>Key concern 1.50: In spite of some one-off events, the regular arrangements for prisoner consultation were not good enough. Prison council meetings were irregular, not all house blocks were represented, and the minutes did not show meaningful progress. Consultation arrangements on the wing were inadequate with no wing forums taking place.</p> <p><b>Recommendation: Consultation arrangements should identify prisoners' concerns effectively and should result in prompt actions.</b> (To the governor)</p>	Agreed	<p>Custodial Managers (CM) will introduce a programme of monthly forums on wings and maintain an action log to evidence appropriate action taken.</p> <p>Prisoner Council Committee (PCC) meetings will be re-launched with the Governor initially chairing to lead a full review of the role of the Council. A 12-month plan is in place to hand over chair of the meeting to a prisoner. A Prison Council Action plan will be part of a full review of the purpose of the committee, and the ability to come and observe the council will be introduced to prisoners.</p> <p>A small group of prisoners will initially be invited by the Governor to take part, there after Prison Council members will be selected via an interview panel, ensuring fair representation so that the council produces outcomes that benefits the wider Woodhill community. Members of the Senior Management Team will be invited to speak at the council meeting and be held accountable via the action plan.</p> <p>WayOutTV will be utilised to keep the Council to account in the manner of 'You said; We did'. Funding has been approved for the installation of a Prison Radio component that will enable Woodhill specific content to be updated regularly onto in cell TVs.</p>	<p>Governor</p> <p>Governor</p> <p>Governor</p> <p>Governor</p>	<p>May 2022</p> <p>May 2022</p> <p>May 2022</p> <p>May 2022</p>
7.6	<p>Key concern 1.51: Time out of cell was limited to two hours five days a week for most prisoners. All jobs</p>	Agreed	<p>HMP Woodhill has introduced a new core day which allows prisoners a minimum of 3 hours' time out of cell per day. This will increase to 6 hours per day dependent on the individual's uptake of employment</p>	Governor	May 2022

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	<p>were full time, but 47% of the population was unemployed, and just 9% were receiving in-cell education.</p> <p><b>Recommendation: Opportunities for work and other constructive activity should be extended to more prisoners, so that all have sufficient regular and predictable time out of cell to promote rehabilitation and mental well-being.</b> (To the governor)</p>		<p>opportunities. The core day will include the opportunity for prisoners to eat their lunch and evening meal out of their cell.</p> <p>Staffing will be managed according to the Regime Management Plan (RMP) to ensure that time out of cell is predictable. The RMP will also provide a roster of shut-downs to ensure fairness across wings in relation to time out of cell in the event staffing levels do not allow for full activity for prisoners.</p> <p>The activity booster plan (written in the second quarter of 2021) will be reviewed and updated with details on how prisoners will access full time Education, Skills and Work (ESW).</p> <p>ESW will be offered to over 80% of the population. In February 2022 we will supplement the 53% employed full time with part time workers, in line with the booster plan until business as usual is achieved.</p> <p>In the longer-term, ambitious projects such as the Market Garden, Sky TV/Sky Academy Workshop, Handyman Academy, rail engineering from Rail Track and Horticulture/Beekeeping will be considered for potential implementation once business as usual is reached.</p>	<p>Governor</p> <p>Governor</p> <p>Governor</p> <p>Governor</p>	<p>May 2022</p> <p>March 2022</p> <p>June 2022</p> <p>June 2022</p>
7.7	<p>Key concern 1.52: The level of contacts between prisoners and prison offender managers (POMs) was among the lowest we have seen in recent inspections and was not enough to drive progress in the majority of cases that we inspected. There were staff shortages in the offender management unit and POM caseloads of up to 160 were unmanageable</p>	Agreed	<p>Recruiting Probation Offender Managers (POMs) into the prison is outside of the prison's control with significant community and prison probation officer vacancies across the region. HMP Woodhill has recently had an additional Probation Officer start in January 2022. The Governor will continue to raise the need for additional staff with HMPPS.</p> <p>HMP Woodhill will continue to use the Case Management Support Model to backfill vacancies with a Band 4 Prison Offender Managers.</p> <p>From February 2022 HMP Woodhill will run Offender Management (OM) clinics on the wings with the aim of building trust between the Prisoners and OMU, and to support prisoners who are waiting to see a POM. This will offer greater access to the team through a triage service, where issues that cannot be resolved in the clinic will be referred into the OMU.</p>	<p>Governor</p> <p>Governor</p>	<p>Completed</p> <p>April 2022</p>

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	<p>and among the highest we have ever seen.</p> <p><b>Recommendation: Staff resources in the OMU should be sufficient to ensure that all POMs have caseloads which permit effective offender management and regular contact with the prisoners for whom they are responsible.</b> (To the governor)</p>		<p>The OM clinic is not designed as an alternative to the OMIC model as POMS will continue to prioritise face to face meetings with prisoners who are initial receptions, re-categorisation, entering their parole window, or within 12 months of their release date. Levels of contact will be monitored through supervision of POMs with the Head of Offender Management Delivery. The OMU clinics will pick up those cases that do not fall into these groups but who have issues that need to be addressed by the POM.</p>	Governor	March 2022
7.8	<p>Key concern 1.53: Telephone monitoring arrangements for public protection were in disarray and lacked management oversight. Reviews were not taking place on time owing to delays in the completion of monitoring forms and there was an unknown but sizeable backlog of calls waiting to be monitored, with no clear catch-up plan.</p> <p><b>Recommendation: Managers should ensure that public protection monitoring is timely and effective.</b> (To the governor)</p>	Partly Agreed	<p>This recommendation is partly agreed, due to the expanded access prisoners have been given to the telephones during the COVID-19 pandemic, there is a backlog and delays in the monitoring of phone monitoring. To address the backlog, HMP Woodhill will ensure that the monitoring of the highest risk prisoners is prioritised according to risk and public protection.</p> <p>The quarterly Public Protection Steering Group, chaired by the Governor, will now meet monthly (until June 2022) to provide increased oversight of all public protection work, including monitoring and the Interdepartmental Risk Management Meeting (IRMM).</p> <p>A review of the current phone monitoring process has taken place and the following actions were agreed to ensure monitoring happens in a more-timely fashion, with a prioritised approach based on risk assessment.</p> <ul style="list-style-type: none"> <li>• Provide Grow our Team training session to all staff involved in monitoring to increase effectiveness.</li> <li>• Ensure that all IT is effective, and in place to ensure monitoring takes place.</li> </ul>	Governor	June 2022

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			<ul style="list-style-type: none"> <li>• Ensure there are adequate resources available to complete phone monitoring of the highest risk prisoners.</li> <li>• Ensure the system for monitoring reviews is taking place in a more-timely manner.</li> </ul> <p>These actions will be reviewed at the quarterly Public Protection Steering Group, to monitor progress and effectiveness.</p>		
	<b>Recommendations</b>				
7.9	<p>Recommendation 3.8: Staff on the induction unit should ensure that all prisoners are provided with basic services such as phone calls on the first day and access to the canteen in their first few days at the prison. (Directed to the governor)</p>	Agreed	<p>Deputy Head of Residence to ensure that all prisoners can access their in-cell phone or are offered a phone call on their first day in Woodhill.</p> <p>Access to the canteen will be reviewed with an agreement already in place to provide a larger quantity of items in our 'reception canteen bag' as requested via our prison Mediators in support of Debt Management.</p> <p>HMP Woodhill will also introduce exit interviews for the Induction Unit that will provide an opportunity for regular feedback to ensure standards are maintained.</p>	<p>Governor</p> <p>Governor</p> <p>Governor</p>	<p>March 2022</p> <p>March 2022</p> <p>May 2022</p>
7.10	<p>Recommendation 3.26: The necessity and proportionality of use of force should be scrutinised in detail, including monitoring of all use of force by a manager and a review of incidents at use of force meetings. (Directed to the governor)</p>	Agreed	<p>All Use of Force (UoF) will be monitored by the UoF coordinator who will report any findings to the Head of Function.</p> <p>The UoF Committee Meeting will improve the depth of analysis and assurance regarding the reasons, necessity and proportionality of UoF incidents by;</p> <ul style="list-style-type: none"> <li>• Deeper data monitoring will include numbers of cameras drawn and switched on.</li> <li>• The Head of Function will view 30% of unplanned incidents.</li> <li>• Increased use of Body Worn Video Cameras (BWVC), through the Supervising Officers Morning Briefing ensuring the required number of cameras are available on each house unit daily.</li> <li>• All prisoners will be debriefed following Use of Force by a manager.</li> </ul>	Governor	June 2022

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			<ul style="list-style-type: none"> <li>BWVC usage will be monitored by the Security Department.</li> </ul> <p>As an extra layer of assurance, the Governor, Deputy Governor and Head of Function will check 10% of all incidents of Use of Force (both planned and spontaneous) throughout the month.</p>		
7.11	<p>Recommendation 3.33: Reintegration planning in the segregation unit should restart with a view to reducing the average length of stay. (Directed to the governor)</p>	Agreed	<p>HMP Woodhill will revise the Segregation policy to fall in line with other Long-Term High Security Group (LTHSPG) prisons in terms of entitlements to ensure that the regime supports reintegration onto main residential units.</p> <p>Reintegration plans will recommence and be monitored through the Segregation Monitoring and Review Group (SMARG) with refresher training for all Managers on reintegration planning.</p> <p>Long-term segregated prisoners who are refusing to move are to be discussed in the segregation conference call to work collaboratively with other establishments to find a solution to the barriers of locating at HMP Woodhill.</p> <p>The LTHSPG will maintain oversight of decisions to segregate and may provide recommendations for individuals and plans for reintegration. This will include support in relation to inter-prison transfer and/or onward referrals to specialist units for difficult to locate/long term segregated prisoners where appropriate.</p>	<p>Governor</p> <p>Governor</p>	<p>March 2022</p> <p>March 2022</p>
7.12	<p>Recommendation 3.49: Prisoners on ACCTs should be consistently supported by wing staff, and daily welfare checks should be entered on their NOMIS records. (Directed to the governor)</p>	Partly Agreed	<p>This recommendation is Partly Agreed as all Prisoners on ACCTs should be consistently support, however, daily welfare checks are not a policy mandate to be entered on NOMIS, and would be a resource intensive action</p> <p>To ensure consistency of care and knowledge of prisoner's subject to ACCT protocols, wing staff will be upskilled through the weekly Grow our Team sessions and will look at how to support those on constant watch. Prison reprofiling will reduce the need for cross deployment enabling the staffing on the wing to remain consistent. This will allow</p>	Governor	April 2022

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			officers to build a supportive relationship with Prisoners on their wing, including those on an ACCT.		
7.13	Recommendation 3.50: Outcomes from the quality assurance of ACCTs should be regularly relayed to staff involved in the ACCT process, to promote learning and improvement. (Directed to the governor)	Agreed	<p>The Head of Safety and Head of Residence are responsible for completing a 10% assurance check of ACCTs each week, which supplements 100% assurance checks completed by the Safety team within the first 24 hours of an ACCT being opened, and then a second check at 72 hours of it being opened.</p> <p>The ACCTs quality assurance database will identify areas requiring attention and support any individual staff with specific areas of development. Any action required will be ratified at the monthly Safer Custody meeting.</p> <p>Training has been secured for 12 spaces on ACCT Case Manager training during January 2022.</p> <p>Sharing good practice and ACCT up skilling sessions led by our Safety managers will continue as part of our weekly 'Grow our Team' training sessions.</p>	Governor	April 2022
7.14	Recommendation 4.17: Prisoners should be able to access their property within a reasonable timescale. (Directed to the governor)	Agreed	<p>Prisoners transferring in to HMP Woodhill should receive their property on arrival. This will not include any electrical items that need to be checked by our Dedicated Search team. Prisoners who arrive late may not receive their property due to time constraints. In these cases, prisoners will be escorted to reception as soon as is possible (24 hours during the week, 72 hours at the weekend), to be issued their property.</p> <p>The Head of Operations and the Reception Custodial Manager also monitor through regular meetings. This process will be tracked through the monthly SMT meeting.</p> <p>A complaints analysis via the Senior Management Team Performance Report will take place to monitor if the number of complaints about property reduces.</p>	Governor	June 2022

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7.15	Recommendation 4.18: Cell call bells should be answered within five minutes. (Directed to the governor)	Agreed	Residential Custodial Managers will pull off a monthly report on cell call bells and review all those where they were not answered within 5 minutes. This will be reported into the monthly SMT.	Governor	March 2022
			The importance of answering cell bells will be emphasised at staff Grow our Team sessions each week.	Governor	May 2022
			Awareness for prisoners on the appropriate use of cell call bells will be rolled out in a Prisoner Community Notice and will outline penalties for misuse. The Prisoner Council Committee and wing forums will be used to support the reduction of unnecessary cell bell activations.	Governor	March 2022
7.16	Recommendation 4.28: Prisoners' views on catering should be acted on to improve catering provision. (Directed to the governor)	Agreed	A prisoner survey has been completed in November 2021, details of which will be analysed and acted upon by March 2022. A further survey will be completed by the end of February 2022.	Governor	Completed
			With immediate effect the food budget has been raised with Lunch portions being doubled and cold options substituted with an option for jacket potatoes.	Governor	Completed
			Food and catering will be added to the Prisoner Council as a standing agenda item to monitor progress.	Governor	March 2022
7.17	Recommendation 4.36: The number of prisoner applications and response times should be systematically monitored. (Directed to the governor)	Agreed	An applications log will be introduced across all residential units and monitored at the monthly Senior Management Team (SMT) meeting as part of the Performance report. Themes will be analysed, and appropriate actions recorded to address the common themes identified.	Governor	March 2022
7.18	Recommendation 4.37: Complaints monitoring data should be reviewed and analysed thoroughly and lessons learned to	Agreed	The Business Hub Manager will provide a detailed trend analysis of complaints at the monthly Senior Management Team (SMT) performance report meeting. Actions to address the key themes will be recorded and monitored through the monthly SMT, with Heads of Function cascading outcomes to their managers.	Governor	May 2022

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	reduce the high number of complaints being made. (Directed to the governor)		Consultation on the key themes and proposed actions by the SMT will be reviewed at the Prisoner Council Meeting.		
7.19	Recommendation 4.43: Data on the treatment of prisoners in protected groups should be analysed, discussed with those groups and acted on to ensure fair outcomes. (Directed to the governor)	Agreed	<p>The Diversity and Inclusion strategy is being reviewed by a newly appointed Equalities Manager. They will meet with prisoners as part of that review, and work for the next 12 months with the Zahid Mubarak Trust who are offering an intensive investment into HMP Woodhill to complete a needs analysis, training and quality assurance of DIRFs as well as support to address this recommendation.</p> <p>The system for evaluating data on the treatment of prisoners in protected groups will be overhauled and will include analysis each month. Data collated by the equalities team will be disseminated to Residential Managers and will be a standing agenda item in Safety and Equalities meetings. The data will also be discussed at the quarterly equalities meeting with specific actions for functional Heads to address any issues and trends, Input will be sought from our prisoner equalities representatives, wing forums and focus groups to improve outcomes for all prisoners.</p>	Governor  Governor	June 2022  May 2022
7.20	Recommendation 4.73: Patients should have prompt access to health services, including sufficient officer support to ensure safe and timely medication administration and prompt attendance at health clinics. (Directed to the governor)	Agreed	A re-profiling exercise has taken place to support staff availability in medication administration and attendance at clinics. Delays in appointment attendance will be monitored using the daily briefing sheet the Regime Management Plan (RMP) and the stakeholder meeting. The Head of Healthcare who will also flag any concerns with Residential Managers.	Governor	April 2022
7.21	Recommendation 4.81: There should be a systematic, prison-wide	Agreed	Central & North West London Health & Justice and the Governor will produce a joint standardised health promotion strategy. This will include a health promotion calendar with targeted activities throughout the year.	Governor	June 2022

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	assessment, should be increased so that staff can provide support and allocate prisoners to activities more effectively. (Directed to the governor)				
7.25	Recommendation 5.24: Leaders and managers should ensure that prisoners with identified learning difficulties or disabilities receive appropriate support so that they can access education. (Directed to the governor)	Agreed	<p>The Diversity and Inclusion Strategy is being reviewed by a newly appointed Equalities Manager. They will meet with prisoners who are identified as having learning difficulties or disabilities (LDD) as part of that review, to identify how HMP Woodhill can better support those with LDD's to access education.</p> <p>HMP Woodhill carries out initial screening of prisoners to identify learning difficulties or disabilities (LDDs) at induction and offers appropriate support. However, in-depth screening has been paused, but will re-commence with the re-introduction of recovery regime and classroom-based education where face-to-face assessments can happen.</p>	Governor  Governor	May 2022  March 2022
7.26	Recommendation 6.9: Visits and secure video call sessions should be reinstated at the weekends. (Directed to the governor)	Agreed	Social visits and secure video calling will be available at weekends as staffing levels continue to return to the required levels.	Governor	April 2022
7.27	Recommendation 6.24: A comprehensive needs analysis should be used to inform a prison-wide reducing reoffending strategy designed to address the needs of prisoners.	Agreed	HMP Woodhill will design and carry out an in-depth, prison-wide, needs analysis to build on the information from 2021's education-focused assessment. The findings will be used to inform the Reducing Re-Offending strategy.	Governor	July 2022

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	(Directed to the governor)				
7.28	<p>Recommendation 6.25: All prisoners should have an up-to-date OASys assessment completed within the previous 12 months (Directed to the governor)</p>	Not Agreed	<p>This recommendation is not agreed as under Offender Management in Custody guidance the following applies:</p> <p>All determinate sentenced prisoners with more than two years left to serve should have a review every two years. If they have less than two years less to serve there should be a review eight months prior to the Automatic Conditional Release date.</p> <p>All indeterminate sentenced prisoners should have a review every three years or following a significant event and two years and 24 weeks prior to the Tariff End Date.</p>	Governor	

Recommendations	
Agreed	24
Partly Agreed	3
Not Agreed	1
<b>Total</b>	<b>28</b>

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