



HM Prison &
Probation Service

Action Plan: HMP Gartree

Action Plan Submitted: 30 May 2023

A Response to the HMIP Inspection: 16 – 26 January 2023

Report Published: 16 May 2023

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, 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 priority and key concerns. Action plans provide specific steps and actions to address the priority and key concerns, that are clear, outcome focussed, measurable, achievable, and relevant with the owner and timescale of each step clearly identified. Action plans are sent to HMIP and published on the GOV.UK website. Progress against the implementation and delivery of the action plans will also be monitored and reported on.



ACTION PLAN: HMCIP REPORT

ESTABLISHMENT: HMP GARTREE

1. Rec No	2. Concerns	3. Response Action Taken/Planned	4. Responsible Owner	5. Target Date
	Priority concerns			
1	<p>The prison environment was poor, and the fabric of the buildings was in a state of disrepair. Significant investment was required to improve living conditions.</p>	<p>A survey has been completed to upgrade the security systems of the establishment including CCTV and Perimeter Intrusion Detection (PID).</p> <p>A MoJ condition survey of the establishment is currently ongoing, and the findings are anticipated to be available by summer 2023. These will provide the basis of future bids to be submitted to improve the fabric of the building.</p> <p>A and C wings will receive upgraded showers within the ongoing fire upgrade, bids will also be submitted to upgrade showers on D wing and the General Therapeutic Community.</p> <p>Facilities management will prioritise small repairs including minor improvements to the Separation and Progression Unit (SAPU) shower room, the source of reported mould in cells and identify requirements for the painting programme.</p> <p>The funding to replace the flooring for G & H Wing showers has been approved and is currently going through the quotation process.</p> <p>Broken furniture in cells will be replaced, toilet seats and curtains will also be replenished for those cells that can accommodate them.</p> <p>Prisoner painting parties for all wings have commenced to improve cleanliness and a painting plan has been implemented.</p> <p>A decency matrix will be implemented for managers to monitor both the cleanliness and fabric of cells to improve living conditions. This will be fed back to the senior management meetings to monitor the effectiveness and drive improvements.</p>	<p>MOJ Property</p> <p>The Governor</p> <p>The Governor</p> <p>The Governor</p> <p>The Governor</p> <p>The Governor</p> <p>The Governor</p> <p>The Governor</p>	<p>Completed</p> <p>September 2023</p> <p>March 2024</p> <p>November 2023</p> <p>July 2023</p> <p>September 2023</p> <p>Completed</p> <p>June 2023</p>



		<p>Industrial Biohazard cleaners will complete a deep clean on all residential communal areas.</p> <p>British Institute of Cleaning Science (BICS) training for all prisoner wing cleaners will be reintroduced. The BICS instructor will also provide awareness training to residential staff to ensure the correct supervision of cleaners to improve the cleanliness of residential areas.</p>	<p>The Governor</p> <p>The Governor</p>	<p>September 2023</p> <p>August 2023</p>
2	<p>Many communal areas were dirty. Standards were not high enough and monitoring of day-to day-cleaning was not robust.</p>	<p>Prisoner painting parties for all wings have commenced to improve cleanliness and a painting plan has been implemented.</p> <p>Industrial Biohazard cleaners will complete a deep clean on all residential communal areas.</p> <p>British Institute of Cleaning Science (BICS) training for all prisoner wing cleaners will be reintroduced. The BICS instructor will also provide awareness training to residential staff to ensure the correct supervision of cleaners to improve the cleanliness of residential areas.</p> <p>A decency matrix will be implemented for managers to monitor the cleanliness of communal areas including self-cook rooms to improve living conditions.</p> <p>All residential areas will have a cleaning schedule in place highlighting areas of responsibilities, this will ensure staff have a process to follow when supervising and checking the quality of cleaning. This task will be allocated to each wings designated cleaning officer.</p> <p>All self-cook rooms will be repainted and to be included within the daily residential units' cleaning schedule.</p> <p>A bid will be submitted to renovate self-cook rooms in the establishment.</p>	<p>The Governor</p> <p>The Governor</p> <p>The Governor</p> <p>The Governor</p> <p>The Governor</p> <p>The Governor</p> <p>The Governor</p>	<p>Completed</p> <p>September 2023</p> <p>August 2023</p> <p>June 2023</p> <p>June 2023</p> <p>July 2023</p> <p>August 2023</p>
3	<p>High levels of illicit items, including drugs, were entering into the prison. Although security measures had been improved, further action was needed to reduce supply.</p>	<p>Enhanced Gate Security has been improved, staff have been trained in the use of X-ray machines and the area is now staffed during the core day.</p>	<p>The Governor</p>	<p>Completed</p>



		<p>A bid for window restrictions will be resubmitted to reduce the opportunity for illicit items to enter the prison by drones.</p> <p>The use of suspicion drug testing has been increased to act as a deterrent for the use of drugs and reduce demand.</p> <p>Those prisoners identified through daily briefing sheets and adjudications of suspected drugs use are now referred to substance misuse services to offer support.</p> <p>Actions from the drug strategy meeting are now SMART and monitored to ensure they are completed within a timely manner.</p>	<p>The Governor</p> <p>The Governor</p> <p>The Governor</p> <p>The Governor</p>	<p>June 2023</p> <p>Completed</p> <p>Completed</p> <p>Completed</p>
4	<p>There were far too many interruptions to education, skills and work activities. We evidenced poor attendance and delays in the completion and achievement of qualifications in education. Similar issues also undermined the efficiency and working ethos of workshops.</p>	<p>An immediate review of the core day has taken place and a revised core day commenced April 2023, this has significantly reduced the clashes in scheduled activities, such as gym, exercise and medical appointments. The improvements have reduced interruptions and allowed activity areas to maximise attendance which should reduce delays in completions and achievements of qualifications.</p> <p>An Education, Skills and Work manager has been recruited who will drive the completion and achievement of qualifications in education.</p> <p>Purposeful activity is now the top business priority for the prison. Attendance, interruptions, unacceptable absences, and the use of behaviour management will be monitored daily by the reducing re-offending team. It will also be covered in the Daily Operational Meeting, Senior Management Team (SMT) and Reducing Reoffending Strategy Meetings.</p> <p>Wing daily briefings and weekly business meetings are now focused on purposeful activity as a key priority. Staff awareness is also being improved to encourage attendance at activities from prisoners.</p> <p>All activities will be sequenced via a central point to ensure consistency and improve non-attendance.</p>	<p>The Governor</p> <p>The Governor</p> <p>The Governor</p> <p>The Governor</p> <p>The Governor</p>	<p>Completed</p> <p>Completed</p> <p>June 2023</p> <p>Completed</p> <p>June 2023</p>



		There will be assurance checks to monitor education and workshop attendance through Reducing Reoffending meetings, SMT meetings and Quality Improvement Plans (QIP) and meetings.	The Governor	June 2023
5	There was insufficient support for prisoners with learning difficulties and disabilities and those with low reading ability.	<p>All prisoners that have been identified as requiring a Learning Difficulties and/or Disabilities (LDD) support plan and have agreed to be screened now have a support plan in place. All LDD assessments are also up to date.</p> <p>The LDD assessment data is now shared with industries to ensure appropriate support and industries staff have an awareness of prisoners individual learning requirements.</p> <p>A Neurodiversity Support Manager has been appointed and is due to take up post in June 2023 to further support those prisoners with identified needs.</p> <p>The Reading Strategy for HMP Gartree will be published with an action plan for implementation put in place. This will enable support for prisoners who are non-readers/emerging readers who are identified through the induction process and those who read for pleasure. The Strategy will incorporate the Functional Skills Strategy and the Reading Framework.</p> <p>The new Library manager will work with the Reducing Reoffending team to develop the library offer within the prison, including reader development activities such as reading groups and the 6-book challenge. They will be responsible for developing the stock offer and ensuring there are appropriate books available for use.</p> <p>HMP Gartree will complete a need analysis around the library provision, to understand the needs of the population, those items required for core curriculum provision and to understand what is required from the library stock. Improvement actions will be taken once completed</p>	<p>The Governor</p> <p>The Governor</p> <p>The Governor</p> <p>The Governor</p> <p>The Governor</p> <p>The Governor</p>	<p>Completed</p> <p>Completed</p> <p>June 2023</p> <p>June 2023</p> <p>June 2023</p> <p>September 2023</p>
6	The curriculum did not fully meet the needs of the prison population.	A needs analysis will be completed to identify learner needs and to ensure correct courses are identified for delivery such as additional Level 3 qualifications.	The Governor	July 2023



		<p>Induction data/learner levels will be used to plan the need for ESOL (English for Speakers of Other Languages) levels of qualification on the Annual Development Plan (ADP).</p> <p>The Learning and Skills Manager (LSM) and the education provider (Milton Keynes College) will actively promote take up of Open University and distance learning opportunities with an open day later in the year.</p>	<p>The Governor</p> <p>The Governor</p>	<p>July 2023</p> <p>July 2023</p>
	Key concerns			
7	The care for patients with long-term conditions was inconsistent.	<p>Long term condition clinics will be delivered consistently with the appropriate recalls in place. Care plans will be developed in collaboration with the patient to ensure those with a long-term condition are supported in line with evidence-based practice.</p> <p>A review of the current clinic utilisation will take place with nurse led clinics introduced and added to the Healthcare System One case recording system.</p> <p>Patient engagement in the development of care plans will be evidenced and care plans will be signed, with a copy shared with the patient. Long term condition templates will be used for recording patient care plans.</p> <p>Staff engagement and education sessions around long-term conditions will take place as part of an ongoing continuing professional development programme.</p> <p>An ongoing audit of long-term clinic utilisation and long-term care plans will be introduced to improve oversight and governance.</p>	<p>Nottinghamshire Healthcare NHS Foundation Trust</p> <p>Nottinghamshire Healthcare NHS Foundation Trust</p> <p>Nottinghamshire Healthcare NHS Foundation Trust</p> <p>Nottinghamshire Healthcare NHS Foundation Trust</p> <p>Nottinghamshire Healthcare NHS Foundation Trust</p>	<p>July 2023</p> <p>July 2023</p> <p>July 2023</p> <p>July 2023</p> <p>July 2023</p>
8	The quality of learning and skills provision had not been improved promptly or effectively. Leaders' improvement plans did not effectively identify and drive	<p>An Education, Skills and Work (ESW) manager has been recruited who will drive the completion and achievement of qualifications in education. They will form part of the Senior Management Team.</p>	<p>The Governor</p>	<p>Completed</p>



	improvement and none of the recommendations from the previous inspection had been fully met.	<p>The ESW manager will lead on delivering the 5-year Prison Education, Skills and Work Quality Improvement Strategy (QIS) (Autumn 2023 – 2028). The strategy will contain an action plan which will identify and drive improvement.</p> <p>The ESW manager will be responsible for setting and leading the strategic direction for all of education, skills and work within the prison and will develop a coherent approach to all these areas, ensuring that sequencing of activities is purposeful and directed towards maximising prisoners' opportunities to access employment, education, and training on release.</p> <p>As part of this process, the action plans from the HMIP Inspections of 2017 and 2023 will be used to inform current targets and assist in the delivery of a compliant offer.</p>	The Governor	August 2023
			The Governor	August 2023
			The Governor	August 2023
9	The collection and analysis of data were underdeveloped. Data were not used well to evaluate the performance of education, skills and work.	<p>The Senior Management Team (SMT) report will be data informed using various information sources. This will be discussed at the monthly SMT meeting and allow evidence-based decision making to take place on the performance of education, skills and work.</p> <p>The monthly Establishment Performance Meeting (EPM) will be more data driven and will also include updates on recent HMIP concerns.</p>	The Governor	August 2023
			The Governor	August 2023
10	Too many OASys (offender assessment system) assessments were overdue. Nearly 200 prisoners needed an assessment completed to inform their management and progression.	<p>HMP Gartree, with agreement from the Regional Offender Management lead, are using remote workers as a temporary measure to reduce the backlog of outstanding Offender Assessment System (OASys) reviews. These are required for recategorization and to allow sentence progression.</p> <p>A recruitment campaign for 0.5 of a Senior Probation Officer has been completed.</p>	The Governor	Completed and ongoing
			The Governor	Completed
11	Prisoners who were recategorised to category C were not being transferred to lower category prisons, delaying and restricting their opportunity to progress through their sentence. There were over 100 category C prisoners at Gartree.	<p>HMPPS is striving to maintain offender flows in the face of ongoing, unprecedented population pressures across the entire adult male prison estate. The remand population has grown to unprecedented numbers because of the courts backlog and recent industrial action taken by the Criminal Bar Association and the impact is being felt in the training estate.</p> <p>HMPPS have asked Category B and C training prisons to continue holding certain cohorts of prisoners to help keep space available in the resettlement</p>	HMPPS	August 2023



		<p>estate for use by reception prisons. The request for flexibility in their cohorts is a shorter-term measure which, we anticipate, should be mitigated by the continued ramp up of HMP Five Wells, and opening of HMP Fosse Way. The priority nonetheless continues to be to encourage prisons to respect offender flows as much as possible and to ensure that the individual and rehabilitation needs of each prisoner are met and protected.</p>		
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