



HM Prison &
Probation Service

Action Plan: HMP Ashfield

Action Plan Submitted: 19th February 2024

A Response to the HMIP Inspection: 9th – 20th October 2023

Report Published: 15th January 2024

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 His 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 ASHFIELD

1. Rec No	2. Concerns	3. Response Action Taken/Planned	4. Responsible Owner	5. Target Date
	Priority concerns			
1	The prison did not offer enough full-time activity spaces for its prisoners. In particular, there were insufficient places on English and mathematics courses to improve the functional skills of prisoners who were below level 2.	<p>HMP Ashfield will review the number of activity sessions available to prisoners. This will include all education, training, employment and co-curricular activities with a view of implementing an increased offer of sessions, from an average of 12 sessions per week to average of 15 sessions per week, this is an increase of 25%.</p> <p>Head of Employment, Skills & Work (HoESW) will ensure that initial assessments are recorded and those requiring Maths and English are allocated following induction, at the earliest opportunity.</p> <p>Leaders will carry out a review of the capability/infrastructure in relation to offering further classrooms on the Residential Units and within the library setting with the possibility of allowing online learning.</p>	<p>Director</p> <p>Director</p> <p>Director</p>	<p>August 2024</p> <p>August 2024</p> <p>July 2024</p>
2	The regime did not support consistent attendance at education and work. There was no evening association, so attendance at the gym, for example, often interrupted the working day.	<p>To improve the consistency of attendance, HMP Ashfield will review the level of disruption to attendance to purposeful activity to identify and effectively tackle any patterns, including attendance at the gym.</p> <p>Attendance to activities will be closely monitored and recorded by wing officers and education staff. There will be a new interdepartmental monthly meeting established to discuss and highlight concerns in attendance and minimise disruptions covering all areas of prisoner activity.</p>	<p>Director</p> <p>Director</p>	<p>August 2024</p> <p>September 2024</p>



<p>3</p>	<p>The provision of education, skills and work was of not sufficiently high quality. Prisoners studying vocational training in industries did not have enough opportunities to achieve a qualification or have their employment skills recorded, and too many did not achieve their functional skills qualifications. There had been very slow progress in implementing a reading strategy as part of the education offer, particularly for those with very-low-level or no reading skills.</p>	<p>Individual Learning Plan (ILP) will be designed and introduced to meet the needs of the population. The new ILPs will enable employability skills, which are specific to each work area, to be identified and recorded.</p> <p>The induction and allocations process will be used to identify a starting point for ILPs, to identify current skills and employment aspirations. This will aid with matching prisoners to the correct curriculum at the earliest stage and ensure that plans can be developed to use from induction and through to release or transfer.</p> <p>SMART Target setting workshops to be put in place for all staff with responsibility for completing ILPs. This will ensure that all targets in plans will be aimed at the individual.</p> <p>Neurodiversity Support Manager will liaise with the education department to ensure additional learning support is provided for individuals who are identified and assessed as needing further support and/or reasonable adjustments. Review every qualification that we offer, how higher-level and industry-standard opportunities can be built in.</p> <p>To improve the delivery of the reading strategy, all classrooms and workshops (including prison industries) will have relevant reading material available in all areas with time allocated to include reading activities on a weekly basis.</p> <p>Review Reading Strategy Action Plan, to ensure full utilisation of Shannon trust provision and reading screener assessments. Monthly assurance report submission to the Director to monitor progress of Reading Strategy Action Plan.</p>	<p>Director</p> <p>Director</p> <p>Director</p> <p>Director</p> <p>Director</p> <p>Director</p>	<p>October 2024</p> <p>October 2024</p> <p>October 2024</p> <p>October 2024</p> <p>October 2024</p> <p>July 2024</p>
<p>4</p>	<p>The education, skills and work provision had not been rigorously managed, monitored or quality assured over time. Leaders' improvement plans did not identify improvements effectively or drive them quickly enough.</p>	<p>HMP Ashfield will design and implement a quality assurance calendar. Leaders will complete bi-weekly learning walks with specific curriculum area focus, this will focus on the development of resources, enhancing learner experience and progression in functional skills. and feedback provided to ensure learners are completing work around areas identified.</p> <p>This will be discussed at fortnightly team meeting to discuss learner progress and learners of concern, with weekly reviews of success data to check for achievements</p>	<p>Director</p> <p>Director</p>	<p>August 2024</p> <p>August 2024</p>



		<p>against previous years to show increase and outcomes allowing continual improvements.</p> <p>20% of ILPs will be quality assured by HoESW team per 16-week rotation, with further quality assurance measures being put in place to ensure accountability and ownership of new processes and their implementation are effectively managed.</p>	Director	August 2024
	Key concerns			
5	<p>Outcomes in response to consultation with prisoners were far too slow.</p> <p>Although there was regular and thorough consultation on a range of subjects, there was insufficient action to lead to positive change.</p>	<p>All prisoner consultations will have an agenda and appropriate attendee participation to ensure purposeful discussions are had. Minutes will be shared with staff and prisoners, with SMART actions and targets to address identified concerns.</p> <p>An action plan will be developed to identify and monitor progress of concerns. Assigned actions owners will be invited to the meetings to give regularly feedback on the progress of commitments with oversight provided by Head of Residence and reviewed monthly.</p>	<p>Director</p> <p>Director</p>	<p>June 2024</p> <p>August 2024</p>
6	<p>The health needs assessment was out of date and there were a few areas where the current provision did not align with the needs of the population.</p> <p>This included insufficient optician sessions and gaps in diagnostic services for patients with neurodivergent needs.</p>	<p>NHS England and Oxleas are working together on a joint approach to address the additional requirements based on population increase. The current commissioned services are being reviewed in respect of the current needs of the population. Oxleas is currently not commissioned to provide services for diagnosis or treatment of patients with neurodivergent needs.</p> <p>Oxleas have commissioned an extra optician's session each month, with a view to increasing this later in the year. A number of Easy Reader glasses have been purchased to help address the needs of some of the patients on the waiting list.</p>	NHSE and Oxleas NHS Trust	<p>December 2024</p> <p>Completed</p>
7	<p>There were some weaknesses and potential risks associated with the use of the in-possession medication lockers and the storage of medicines in the pharmacy room.</p>	<p>The Medication Device Lockers (MDL) were taken out of action during the inspection with immediate effect, until the capacity was available to address the issues surrounding the governance and safety. In the interim, all medication for prisoner will be administered at the medication hatch.</p> <p>Within the pharmacy dispensing area, all storage cabinets will be lockable in line with pharmaceutical guidelines.</p>	Oxleas NHS Trust	<p>Completed</p> <p>August 2024</p>



		The Joint Standard Operation Procedure for the TRAKA cabinets are awaiting ratification after review. This will ensure that staff responsible for handling the MDL have attended necessary training and understand procedures to provide consistent and safe administration of medication for service users. A training package for staff has been agreed with the Oxleas Southwest Regional Pharmacist.		December 2024
8	Careers information, advice and guidance were not effective and did not provide sufficient support to enable prisoners to determine the most appropriate choice for employment on release.	<p>HMP Ashfield is a specialist national training prison with no dedicated resettlement function/resource.</p> <p>Documented discussions between the Prison Offender Managers, and prisoner, will emphasise providing advice and guidance for consideration of career/employment options, this will be carried out within 2 years of pre-release or Parole eligibility date.</p>	Director	August 2024
9	There was insufficient coordination of resettlement planning in the final months before release. There was no pre-release service, prisoners were not routinely screened for their needs on arrival or pre-release and there were no resettlement plans.	<p>HMP Ashfield is a specialist national training prison with no dedicated resettlement function/resource.</p> <p>Community Offender Managers are responsible for release planning. To ensure support is evidenced at pre-release and parole handovers, the Offender Management Unit (OMU) Hub Manager will capture all available resettlement support and document on prisoner's case notes. Any particular trends or issues that arise will be monitored and discussed at the bi-monthly Reducing Reoffending Strategy meetings and be a standing agenda item.</p>	Director	August 2024

