



Nottingham Urgent Notification: Initial Response Action Plan

Priority Action	No	Overview	Date Due
Safety Suicide Prevention, Self-Harm Reduction, Violence Reduction and Drugs Strategy	1	The national Operational System and Assurance Group, with input from the national Prison Safety Team, will conduct a comprehensive safety audit at HMP Nottingham, with a focus on the operational arrangements related to violence reduction, suicide prevention and self-harm reduction.	7 th Feb 2018
	2	<p>Following the above audit, the national Prison Safety Team will ensure the deployment of a Safety Taskforce of specialist safety staff into the prison to work intensively for several weeks with the establishment and the Regional Safer Custody team, developing a package of measures to address the establishment's safety needs. While the details will be developed following the audit, a range of known areas for improvement will be included in the package as follows:</p> <ul style="list-style-type: none"> The national Prison Safety Team will provide information on best practice in local prisons on reception and early days in custody, with particular reference to vulnerable prisoners, and will work with Nottingham staff to implement best practice and ensure it is embedded. The Challenge, Support and Intervention Plan (CSIP) case management of prisoners at raised risk of harming others will be introduced. Additional resources will be provided to the establishment immediately to clear the backlog of security intelligence reports. The Prison Safety Team will ensure recommendations from the Prisons and Probation Ombudsman are implemented. (Compliance issues will be addressed by improving assurance systems, management grip and staffing - see also actions 7 to11). A concerted effort to ensure that basic procedures are followed reliably in relation to the timely answering of cell bells; removing blockages to observation panels; use of body worn video cameras; and effective operation of the incentives and earned privileges scheme, and the 	<p>Mid-February to end of March 2018</p> <p>Mid-February to end of March 2018</p> <p>31st March 2018</p> <p>21st March 2018</p> <p>14th Feb 2018</p>



Nottingham Urgent Notification: Initial Response Action Plan

Priority Action	No	Overview	Date Due
Safety Suicide Prevention, Self-Harm Reduction, Violence Reduction and Drugs Strategy		prisoner complaints and applications processes. (Compliance issues will be addressed by improving assurance systems, management grip and staffing - see also actions 7 to11).	From mid-March and ongoing.
	3	Capital Funding has been provided to create two private interview rooms within the prison's reception area; Amey have been issued an instruction to complete this work. The work is programmed to commence in March and be completed for this financial year.	01 st April 2018
	4	We will improve stability by: <ul style="list-style-type: none"> Removing the 50 Young Adult offenders currently at Nottingham following their next court appearance or earlier, and temporarily realigning the court catchment designations so that young adult offenders are not allocated to HMP Nottingham directly from court; the period this arrangement will apply will be subject to review, with the first review to take place in June 2018. Prioritising HMP Nottingham in the allocation of sentenced Category B prisoners to the Long Term High Security Estate. 	From 7 th February 2018 From 7 th February 2018
	5	Local leadership, supported by the national drugs taskforce, local partners, and national and prison group resources, will undertake: <ul style="list-style-type: none"> a vulnerability threat assessment to identify immediate action to reduce drug supply. a full, 'deep-dive' diagnostic process which will identify action on supply and demand reduction, treatment and recovery, and continuity of care. enhanced searching of prisoners on recall to custody and of staff attending for work, with an initial increase supported by national resources and a plan for sustained increases through local capability building. 	14 th March 2018 31 st March 2018 21 st March 2018



Nottingham Urgent Notification: Initial Response Action Plan

Priority Action	No	Overview	Date Due
	6	Health commissioners to provide additional funding of approximately £200k/year to enhance 7 day a week mental healthcare.	1 st April 2018
Inexperienced Staff	7	We will provide intensive support through an additional dedicated 2.5 Human Resources Business Partners, for a minimum of 5 weeks, to include:	Mid-February to mid-March 2018
		<ul style="list-style-type: none"> A Training Needs Analysis to be completed. 	12 th February 2018
		<ul style="list-style-type: none"> Embed the staff retention toolkit into business as usual. 	28 th February 2018
		<ul style="list-style-type: none"> Utilise the best practice from other establishments in managing a high number of inexperienced staff. 	28 th February 2018
		<ul style="list-style-type: none"> Enhance levels of mentoring support for prison officers. 	28 th February 2018
Leadership and Management Grip	8	To increase the support and oversight offered to HMP Nottingham, the establishment will move to the new, smaller North Midlands prisons group, which contains just four prisons under the leadership of a single Prison Group Director.	1 st April 2018
	9	We will strengthen the senior management team at Nottingham by filling vacancies with substantive appointments, identifying and appointing appropriately skilled and experienced managers, as well as deploying managers on a temporary basis to provide immediate support.	28 th February 2018
	10	We will deliver coaching sessions for the Senior Management Team.	1 st March 2018
	11	We will conduct a review of the assurance processes in place and work with the Governor, Senior Management Team and Prison Group Director to further develop the Assurance Framework and	



Nottingham Urgent Notification: Initial Response Action Plan

Priority Action	No	Overview	Date Due
		Governance structure. This will improve the oversight of priority systems and the delivery of the HMIP action plan.	28 th February 2018
	12	Introduce a single point of contact for all absence management cases for a temporary period and ensure a dedicated Human Resources Case Manager is based at HMP Nottingham for a period of 12 weeks.	Immediate
Use of Force	13	We will use national expertise to review the reporting procedures of Use of Force and governance pertaining to Use of Force over the last six months.	30 th March 2018
	14	National expertise will provide practical support to improve Use of Force practice and adherence to procedure in the prison. (Compliance issues will be addressed by improving assurance systems, management grip and staffing – see also actions 7 to11).	30 th March 2018
Living Conditions	15	We will strengthen systems to log and track maintenance work, eradicate the maintenance backlog and ensure repairs are completed within the required timescales.	Ongoing
	16	We will improve living conditions by providing adequate cell furniture to replace damaged furniture and ensure standards of cleanliness are maintained throughout the prison.	1 st March 2018
Activity allocation and attendance	17	National expertise will be provided to improve local systems for activity allocation and attendance, with a view to maximising the take up of activity places by prisoners.	21 st Feb 2018