



HM Prison &
Probation Service

Action Plan: HMP Winchester

Action Plan Submitted: 16th December 2019

A Response to the HMIP Inspection: 17th June to 5th July 2019

Report Published: 7th January 2020

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 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 REPORT

ESTABLISHMENT: HMP WINCHESTER

1. Rec No	2. Recommendation	3. Agreed/ Partly Agreed/ Not Agreed	4. Response Action Taken/Planned	5. Responsible Owner	6. Target Date
	Key concerns and recommendations				
	Directed to: Governor				
S42	<p>Key concern: Support for new arrivals was weak. Early days interviews were not private and did not thoroughly assess prisoners' risks. First night observations were not sufficiently robust. Time out of cell during induction was poor and it took too long to allocate prisoners to activities.</p> <p>Recommendation: All new arrivals should be subject to rigorous assessment to</p>	Agreed	<p>HMP Winchester will improve support for new arrivals by:</p> <ul style="list-style-type: none"> • Providing a space in reception for private interviews to take place. • Working with the national safety team to develop the skills of staff in reception in carrying out quality initial interviews and first night risk assessments. An additional First Night Mental Health Worker funded through a Mental Health pilot project will contribute to the risk assessment process and provide swifter and more focussed support for prisoners. • Assessing first night observations as part of routine handovers and management checks. • Publishing a new induction timetable to increase time out of cell and improve access to facilities and activities. 	<p>Governor</p> <p>Governor</p> <p>Governor</p> <p>Governor</p>	<p>April 2020</p> <p>April 2020</p> <p>Complete</p> <p>March 2020</p>

	ensure that any identified risks are managed effectively and appropriate support is provided.				
S43	<p>Key concern: Recorded levels of violence had significantly increased and were high. Of concern was the level of assaults on staff. The prison's response to rising levels of violence had been slow and not properly embedded, which meant improvements were minimal.</p> <p>Recommendation: Robust behaviour management strategies should be implemented and embedded to reduce levels of violence.</p>	Agreed	<p>HMP Winchester will take further steps to embed the Violence Reduction (VR) strategy, informed by an analysis of violent incidents and investigation outcomes and ensure that robust Behavioural Management Strategies are in place by;</p> <ul style="list-style-type: none"> • The embedding of Challenge Support Intervention Plan (CSiP) ensuring that those who are involved in violence are robustly managed to progress towards more positive behaviour. The prison will support victims of violence through the CSIP process and Keyworkers. • The new Incentives Policy Framework and Adjudication process will be incorporated into the overall violence reduction policy, and will be explicit about consequences for prisoners involved in violent incidents. • The prison will monitor and record the effectiveness of any action taken to help reduce levels of violence through the Safer Custody meeting, chaired by a member of the Senior Leadership Team (SLT). • The prison Safety Strategy will focus on identifying and analysing the underlying drivers of violence to inform action. Delivery will be led by a Senior Manager and measured through the weekly Safety and Intervention Meeting (SIM). • Violent incidents will be investigated in order to identify the causes, the required 	<p>Governor</p> <p>Governor</p> <p>Governor</p> <p>Governor</p> <p>Governor</p>	<p>Completed</p> <p>March 2020</p> <p>Completed</p> <p>February 2020</p> <p>March 2020</p>

			follow up actions and any learning to prevent a repeat occurrence. The actions from these investigations will be presented at the Safer Custody meeting and captured in the safety action plan.		
S44	<p>Key concern: The use of special accommodation had increased significantly. Record keeping and oversight in general were poor. Some use of special accommodation was not justified or authorised.</p> <p>Recommendation: Oversight of special accommodation should ensure that its use is always justified and approved at the appropriate level.</p>	Agreed	<p>HMP Winchester will ensure that the use of special accommodation is justified and approved at the appropriate level by;</p> <ul style="list-style-type: none"> • Following the national criteria set out in HMPPS policy. • Gaining authorisation at SLT level. • Ensuring accurate records are maintained for every use of special accommodation. • Reviewing via Segregation Monitoring and Review Group (SMARG) meetings. • Monitoring via the daily Duty Governor's Report. 	<p>Governor</p> <p>Governor</p> <p>Governor</p> <p>Governor</p> <p>Governor</p>	<p>February 2020</p> <p>March 2020</p> <p>February 2020</p> <p>February 2020</p> <p>March 2020</p>
S45	<p>Key concern: The segregation unit was bleak and dismal. The location of the unit, in a basement</p>	Partly Agreed	<p>This recommendation is partly agreed as the relocation of the Segregation unit is subject to funding being agreed from Ministry of Justice (MoJ) Estates. HMP Winchester have submitted a bid for additional funding to build a new purpose-built Segregation Unit. Funding has been agreed in</p>		

	<p>with no natural light, was not suitable.</p> <p>Recommendation: The segregation unit should be replaced with a modern, fit-for-purpose facility. (Repeated recommendation S60)</p>		<p>principle, with final design solutions and costs currently being generated prior to formal allocation of funds.</p>		
S46	<p>Key concern: There had been seven self-inflicted deaths in custody since the previous inspection and the number of self-harm incidents had increased and was high. Despite this, there was little data or trend analysis to inform a local strategy. ACCT documentation was too often poor.</p> <p>Recommendation: A robust local strategy to reduce the levels of suicide and self-harm should be</p>	Agreed	<p>HMP Winchester will take steps to embed a more robust local strategy to reduce levels of suicide and self-harm by;</p> <ul style="list-style-type: none"> • Working with the Group Safety Lead to deliver risk identification workshops for staff to improve the quality of documentation. • Revising the local Safety Strategy to ensure that it is informed by trend analysis, learning from Prison and Probation Ombudsman (PPO) Recommendations and local self-harm investigations. • Commissioning an analysis of all near miss incidents which will then be tracked through the Safety Action Plan. • Analysing all available data to identify themes and hotspots. • Completing weekly ACCT quality assurance (QA) checks and feeding back learning points to staff. 	<p>Governor</p> <p>Governor</p> <p>Governor</p> <p>Governor</p> <p>Governor</p>	<p>Completed</p> <p>February 2020</p> <p>April 2020</p> <p>Completed</p> <p>March 2020</p>

	<p>introduced. (Repeated recommendation S59)</p>				
S47	<p>Key concern: Cells at the local site did not meet our expectations. Many double cells were too small for two prisoners. Some toilets were unscreened, there were no curtains and few cells had a lockable cabinet or a notice board. There was insufficient furniture in many cells and much of it was badly damaged. Many mattresses were too thin and the ventilation in some cells was inadequate.</p> <p>Recommendation: Cells should be adequately equipped and suitable for the number of</p>	Partly Agreed	<p>This recommendation is partly agreed as there is no funded plan to reduce crowding at Winchester.</p> <p>Whilst the average number of prisoners held in crowded conditions across the estate has fallen slightly, HMPPS recognises the ongoing concerns raised by HMIP (and others across the estate) in relation to the use of crowded cells. While these places meet HMPPS standards for crowded accommodation, holding two men in a cell designed for one prisoner at Winchester in order to accommodate national population pressures is not desirable.</p> <p>The wider problem of crowding in prisons is a longstanding issue that will not be easily addressed. However, we welcome the Government's recent announcement of up to £2.5 billion investment in new prison construction to create up to 10,000 additional uncrowded prison places and the opportunity this creates to take steps towards resolving crowding.</p> <p>Our plan for reducing prison crowding is to replace prisons that are operating over their certified normal accommodation levels with new accommodation that is safe, decent, and uncrowded and close current (crowded or partially crowded) capacity. The first steps in this direction have already been taken with the opening of 2,100 uncrowded prison places at HMP/YOI Berwyn; 206 uncrowded places in a</p>		

	prisoners located in them.		<p>house block at HMP Stocken; and a commitment to construct modern, decent, uncrowded prisons at the former HMP Wellingborough and HMP Glen Parva sites, which are due to open in 2021 and 2023, respectively, as well as the recent announcement that a new prison will be built at HMP Full Sutton alongside the existing establishment</p> <p>However, in order to ensure that cells are adequately equipped HMP Winchester will;</p> <ul style="list-style-type: none"> • Undertake a prisoner cell and equipment audit to identify shortfalls in equipment and decency items such as privacy screens. • Carry out daily Accommodation Fabric Checks (AFCs) to ensure that each cell is adequately equipped to maintain standards of decency. 	Governor	March 2020
				Governor	Completed
S48	<p>Key concern: Eighteen percent of cell bells (over 1000 each week) were not answered within five minutes. At least one cell bell remained unanswered after an hour most weeks, creating a potential risk to life.</p> <p>Recommendation: Cell bells should be</p>	Agreed	<p>HMP Winchester will take further steps to ensure that Cell Bells are answered within 5 minutes by;</p> <ul style="list-style-type: none"> • Reminding staff of the importance of responding to cell bells within 5 minutes at wing briefings, and weekly safety team feedback at the daily morning briefings. • Allocating officers to individual landings in order to drive up personal responsibility and outcomes. • Analysing data from the electronic cell call system at the safety intervention meeting with any trends shared with residential managers • Ensuring that a member of the SLT undertakes a weekly check of cell bell data. 	Governor	February 2020
				Governor	February 2020
				Governor	Completed
				Governor	Completed

	answered within five minutes.		<ul style="list-style-type: none"> • Adding cell bell usage to the monthly Prison council meeting to understand the reasons for usage. • Ensuring that a range of facilities are available before lock up to reduce usage for non-emergency reasons. 	Governor	February 2020
				Governor	February 2020
S49	Key concern: The promotion of equality was very underdeveloped. Equality and diversity outcomes were not prioritised by senior managers. The system to identify prisoners with protected characteristics was inadequate and there was little consultation to understand and meet the needs of these groups. Disproportionate outcomes for prisoners with protected characteristics were not explored and	Agreed	<p>HMP Winchester will identify and meet the needs of those with protected characteristics by;</p> <ul style="list-style-type: none"> • Allocating every senior leader a protected characteristic that they will have responsibility for. • Using data collated during the Reception process and demographic data available to identify prisoners with protected characteristics. • Analysing available data via the monthly Equalities meeting to identify trends and monitor outcomes. • Holding regular protected characteristic forums, attended by the relevant senior leader, so issues can be raised and resolved. • Ensuring an Equalities Analysis is done on all local policies to identify potential risk of disproportionate outcomes. • Improving the Discrimination Incident Reporting Form (DIRF) process by holding local forums and analysing data and outcomes through the monthly Equalities meeting, chaired by a member of the SLT. 	Governor	Completed
				Governor	March 2020
				Governor	Completed
				Governor	March 2020
				Governor	Complete
				Governor	March 2020

	<p>addressed. The discrimination incident reporting system was ineffective.</p> <p>Recommendation: The specific requirements of prisoners with protected characteristics should be identified and met.</p>				
S50	<p>Key concern: The physical conditions within many areas of the inpatient area were poor and patient access to basic facilities was too restrictive. The regime for some men was too limited and accountability for the unit was unclear.</p> <p>Recommendation: An improvement plan should be developed that ensures the inpatient environment</p>	Partly Agreed	<p>This recommendation is partly agreed due to the improvements in the physical environment of the inpatient area being subject to funding. HMP Winchester will continue to work with the Healthcare provider to identify and maximise funding opportunities to improve the physical environment where possible.</p> <p>HMP Winchester will optimise the Healthcare regime by:</p> <ul style="list-style-type: none"> • Introducing an improvement plan that clarifies accountability for the unit. • Working collaboratively with partners to develop a fuller regime within the inpatient unit. • Monitoring and recording the regime provision through the Reducing Reoffending Meeting, chaired by a member of the SLT. 	<p>Governor</p> <p>Governor/ Head of Healthcare</p> <p>Governor</p>	<p>April 2020</p> <p>February 2020</p> <p>February 2020</p>

	provides good care by delivering a coordinated therapeutic regime with access to a decent and enabling physical environment.				
S51	<p>Key concern: There had been no improvements to the restricted regime. Time out of cell at the local prison site remained very limited for most prisoners. Most prisoners who were in part-time work had about five hours unlocked, but a significant minority had only 45 minutes a day out of their cell for just three days a week. All prisoners on the local site were regularly locked up for over 24 hours over the weekend.</p> <p>Recommendation: Prisoners should have 10 hours out of their cells during</p>	Partly Agreed	<p>This recommendation is partly agreed as although it is acknowledged that the prison should maximise the unlock opportunities for prisoners during the core day, the prison is unable to commit to this being 10 hours per day for all prisoners across both sites within current resources:</p> <p>HMP Winchester will however optimise the Regime for prisoners by;</p> <ul style="list-style-type: none"> • Ensuring that a 'green' regime is delivered when supported by appropriate staffing levels. • Revising the core day and profiles to support activities and provide access to domestics and time in the open air. • Revising the Pay Policy to ensure that activities are incentivised. • Revising the allocations process by ensuring prisoner need is identified, a single allocation list is produced, timetable clashes are avoided and the sequencing of allocations is maximised. 	<p>Governor</p> <p>Governor</p> <p>Governor</p> <p>Governor</p>	<p>March 2020</p> <p>March 2020</p> <p>February 2020</p> <p>April 2020</p>

	the core day to provide sufficient time to work or attend education and to complete domestic activities such as showering, cleaning their cells and spending some time in the open air.				
	Prison leaders and managers				
S52	Key concern: The prison's leadership and management of education, skills and work provision were weak. The range of vocational training was poor and the category C site failed to provide an appropriate training or resettlement regime. Leaders and managers had not focused sufficiently on increasing the number of activity places. They did not routinely or systematically monitor attendance	Partly Agreed	<p>This is partly agreed as there are insufficient activity places across both sites to meet the needs of all prisoners. However, HMP Winchester will ensure that our current activities are maximised and that any available funding is used to introduce new opportunities.</p> <p>HMP Winchester will further manage the provision of educations, skills and work for prisoners across both sites by;</p> <ul style="list-style-type: none"> • Developing a specific Resettlement strategy for Westhill to include a review of vocational training opportunities, skills tracking and links with employment opportunities upon release. • Re-establishing Release on Temporary Licence (RoTL) from the Westhill site following the publication of the new RoTL Policy. • Improving analysis of outcomes through the monthly reducing reoffending meeting and 	<p>Governor</p> <p>Governor</p> <p>Governor</p>	<p>March 2020</p> <p>February 2020</p> <p>February 2020</p>

	<p>or punctuality to discover what they needed to do to improve. There had been insufficient improvement since the previous inspection.</p> <p>Recommendation: The education, skills and work provision should be effectively managed. Managers should analyse and use data to evaluate performance to inform decisions about the provision, so that purposeful activities can be created to meet the needs of all prisoners across both sites.</p>		<p>act upon trends to ensure that all activity spaces are maximised.</p> <ul style="list-style-type: none"> Effectively managing vacancies within the education provision to ensure vocational training opportunities are available to prisoners across the whole site. 	Governor	February 2020
	Prison leaders and managers				
S53	<p>Key concern: Attendance and punctuality were poor. Too few prisoners received</p>	Agreed	<p>HMP Winchester will improve punctuality at education, skills and work and the information that prisoners receive at Induction by;</p> <ul style="list-style-type: none"> Commencing a programme of floor walks, led by the Activities Hub, to coach 	Governor	Completed

	<p>appropriate careers information, advice and guidance. Too little employment-related work and too little vocational training were available.</p> <p>Recommendation: Attendance and punctuality at education, skills and work should be improved. Prisoners' induction should provide them with the necessary careers information, advice and guidance. The vocational training and work provided should enable prisoners to develop good skills and improve their chances of positive rehabilitation.</p>		<p>residential staff and obtain reasons for non-attendance or lateness. This data will then be analysed.</p> <ul style="list-style-type: none"> • Monitoring figures at the daily morning meeting • Linking into the Incentives Policy Framework to drive improved attendance. • Monitoring data and trends at the monthly Reducing Reoffending meeting. • Allocating a Supervising Officer daily to specifically drive the regime to ensure compliance with the core day. • Trialling the new prison National Offender Management Information System (NOMIS) application in assigning work places to prisoners and achieving single allocations lists and avoiding timetable clashes. • Revising the induction programme to ensure careers information, advice and guidance is included. • Identifying progression routes and communicating these to prisoners on Induction. • Opening a new textiles workshop and commencing a painting and decorating course (subject to instructor recruitment) to provide additional vocational qualifications and work placements. 	<p>Governor</p> <p>Governor</p> <p>Governor</p> <p>Governor</p> <p>Governor</p> <p>Governor</p> <p>Governor</p> <p>Governor</p>	<p>Completed</p> <p>February 2020</p> <p>February 2020</p> <p>Completed</p> <p>February 2020</p> <p>March 2020</p> <p>March 2020</p> <p>February 2020</p>
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	Prison leaders and managers				
S54	<p>Key concern: Not enough teaching staff were experienced or trained to support prisoners with specific or additional learning needs. Peer mentors were not sufficiently trained or supported to develop their mentoring skills. Trainers and instructors did not promote sufficiently the development of prisoners' English and mathematics skills through work activities.</p> <p>Recommendation: Prison leaders and managers must ensure that sufficient staff are trained and experienced enough to support prisoners with specific and/or</p>	Agreed	<p>HMP Winchester will ensure prisoners are supported with specific training needs and English and Maths are promoted by working with our education provider to ensure:</p> <ul style="list-style-type: none"> • Appropriate numbers of staff are trained to support prisoners with learning needs. • Training is offered to peer mentors to enable them to be more effective in their role. • Lesson observations are conducted between the Education, Industries and Reducing Reoffending teams to improve the quality of teaching. • Moderation sessions are facilitated quarterly to provide consistency with quality issues raised and any remedial actions agreed in the monthly Quality Improvement Group (QIG) meetings. • A skills tracking process is introduced in each workshop to support workshop instructors to evidence prisoner's use of Mathematics and English learning in routine work. • Action to drive improvement in Mathematics and English attainment forms part of the monthly QIG meeting and the effectiveness of action taken is robustly monitored. 	<p>Governor</p> <p>Governor</p> <p>Governor</p> <p>Governor</p> <p>Governor</p> <p>Governor</p>	<p>March 2020</p> <p>March 2020</p> <p>February 2020</p> <p>February 2020</p> <p>March 2020</p> <p>March 2020</p>

	additional learning needs and that mentors receive training to improve their mentoring skills. Trainers and instructors should promote English and mathematics during work activities more effectively.				
	Prison leaders and managers				
S55	<p>Key concern: We were concerned that the achievements of prisoners following non-accredited courses were not recorded and that prisoners did not develop their English or mathematics skills sufficiently well.</p> <p>Recommendation: Accredited and non-accredited outcomes for learners should be appropriately tracked and</p>	Agreed	<p>HMP Winchester will manage and track the outcomes for learners by;</p> <ul style="list-style-type: none"> • Ensuring non-accredited courses are recorded. • Conducting lesson observations between the Education, Industries and Reducing Reoffending teams to improve the quality of teaching, with a clear focus on prisoners developing their English and Mathematics skills. • Facilitating moderation sessions quarterly to provide consistency with quality issues raised and any remedial actions agreed in the monthly QIG meetings. • Identifying each prisoner's development needs and skill levels, including maths and English, at induction and through the Basic Custody Screening Tool (BCST). This data will then be shared with activities to ensure 	<p>Governor</p> <p>Governor</p> <p>Governor</p> <p>Governor</p>	<p>February 2020</p> <p>February 2020</p> <p>February 2020</p> <p>February 2020</p>

	monitored, so that steps can be taken to ensure all achieve as well as they can, with a clear focus on improving their English and mathematics skills		<p>appropriate allocation and sequencing of activities.</p> <ul style="list-style-type: none"> Introducing a skills tracking process to evidence prisoner's use of mathematics and English learning. Monitoring mathematics and English attainment levels in the monthly QIG meetings and identifying ways in which improvements can be made. 	Governor	March 2020
	The Governor			Governor	March 2020
S56	<p>Key concern: Risk screening processes were not working effectively enough and were compromising public protection and prisoners' safety. Initial risk screening was not always completed as part of the basic custody screening tool assessments. Too many high-risk cases were not being managed effectively, and oversight, including countersigning arrangements, was insufficient. The</p>	Partly Agreed	<p>This recommendation is partly agreed as following the review of the Offender Management in Custody (OMiC) model the resource for OASys report completion will move into the training/resettlement estate. As part of the implementation, prisons are being asked to develop a plan to reduce their OASys backlogs for those assessments they are responsible for.</p> <p>The implementation of OMiC case management will mean a suitably trained Prison Offender Manager (POM) will ensure effective coordination of the sentence during the custodial stage of the sentence for selected prisoners. A Senior Probation Officer will be located in every prison, to oversee the management of sexual and violent offenders in custody. Active management of the case will transition to a Community Offender Manager (COM) in readiness for release. A Community Offender Manager (COM) will be assigned for the important pre-release period.</p>		

<p>IDRMT was not always effective and staff outside the offender management unit rarely referred relevant cases for discussion. Some prisoners did not have an up-to-date OASys assessment of their risks and needs. There was insufficient communication between the prison and the community regarding risks, and MAPPA levels were not always set before release. Mail and telephone monitoring systems were not always sufficiently robust.</p> <p>Recommendation: The prison should ensure all risk management processes are working effectively to provide safe and</p>		<p>HMP Winchester will further ensure that risk management processes are working effectively by:</p> <ul style="list-style-type: none"> • Completing the Initial risk screening as part of the Basic Custody Screening Tool (BCST) Part 1 assessment. Management checks will be introduced to ensure these are undertaken. • Discussing all caseloads in the relevant supervision meeting with the Prison Offender Manager (POM). • Improving the attendance at the Interdepartmental Risk Management Team (IRMT) meeting and ensuring effective and appropriate controls are in place to manage risk of prisoners being released into the community, to include release planning at the 6-month stage, and discussing those due for release the following month. • Reviewing mail and telephone monitoring systems to ensure they are more robust. Any actions identified and ongoing assurance will be monitored through the IRMT. 	<p>Governor</p> <p>Governor</p> <p>Governor</p> <p>Governor</p>	<p>February 2020</p> <p>February 2020</p> <p>February 2020</p> <p>March 2020</p>
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	purposeful release planning.				
	General recommendations Directed to:				
	The Governor				
1.20	Managers should do more to create an environment and culture that motivates, rewards and promotes positive behaviour.	Agreed	<p>We will create a culture that motivates, rewards and promotes positive behaviour by:</p> <ul style="list-style-type: none"> • Reviewing the Incentive Policy Framework, which will include feedback from all stakeholders, including prisoners. • Providing clear guidance to staff on the importance of consistent delivery of the Incentive Policy Framework. • Continuing to embed the establishment REAL strategy (Relationships, Environment, Activities and Leadership) with both prisoners and staff. 	<p>Governor</p> <p>Governor</p> <p>Governor</p>	<p>Completed</p> <p>March 2020</p> <p>April 2020</p>
1.29	Body-worn camera footage should be available and scrutinised to ensure that the use of force is justified and proportionate.	Agreed	<p>HMP Winchester will ensure that use of force is justified and proportionate by;</p> <ul style="list-style-type: none"> • Encouraging staff to utilise Body Worn Video Cameras (BWVC) and monitoring usage through the daily Orderly Officer's report. • Reviewing a sample of video footage of planned Control & Restraint interventions and contentious footage from BWVC or Closed-Circuit Television at a sub-section of the Use of Force Committee. 	<p>Governor</p> <p>Governor</p>	<p>May 2020</p> <p>Completed</p>

			<ul style="list-style-type: none"> • Ensuring that records are maintained by the use of force co-ordinator of any actions arising from viewing the footage. • Ensuring the UoF Committee is made up of a cross section of members to ensure fair representation. • Devising a local de-escalation training package that (if approved) can be delivered to staff. 	Governor	Completed
				Governor	Completed
				Governor	April 2020
1.42	Suspicion based searches and drug testing should be carried out as required and the outcomes monitored. (Repeated recommendation 1.41)	Partly Agreed	<p>This is partly agreed as there will be occasions when resource and volume pressures may affect the completion of suspicion based searches and drug testing. When this occurs HMP Winchester will prioritise tasks based on an assessment of risk.</p> <p>However, HMP Winchester will ensure that the outcomes of suspicion based searching and drug testing are monitored by;</p> <ul style="list-style-type: none"> • Discussing the outcomes of suspicion based searching and drug testing at the monthly Security and drug supply meeting. • Analysing data to identify trends and appropriate actions • Presenting weekly management information at the daily morning briefings to monitor the number of suspicion tests completed to date. 	Governor	February 2020
				Governor	March 2020
				Governor	February 2020

1.56	All staff should receive sufficient guidance on local safeguarding reporting procedures that include how to identify and protect any prisoner whose vulnerability places them at risk of harm, abuse or neglect.	Agreed	<p>HMP Winchester will make local safeguarding guidance available to staff by;</p> <ul style="list-style-type: none"> Working with the local authority to explore ways to make improved guidance available to staff on local safeguarding identification and procedures. Exploring ways to run a programme of Safeguarding Events in conjunction with the local authority. 	Governor Governor	February 2020 March 2020
2.5	Staff should address prisoners by their first name or by their title followed by their surname.	Agreed	HMP Winchester agree the importance of developing a respectful culture within the establishment and will address prisoners using their preferred name.	Governor	March 2020
2.25	Responses to complaints should be based on a thorough investigation to which the prisoner has a meaningful opportunity to contribute.	Agreed	<p>HMP Winchester will ensure complaint responses are based on a thorough investigation and the prisoner has the opportunity to contribute, when appropriate, by:</p> <ul style="list-style-type: none"> Adhering to the new national Prisoner Complaints Policy Framework which enables prisoners to contribute as appropriate. Ensuring all complaints against staff are assurance checked by the Deputy Governor. Completing a 10% assurance check of complaints. 	Governor Governor Governor	March 2020 Completed Completed

2.46	All prisoners should be seen or be given the option to be seen by a prison chaplain before their release.	Partly Agreed	<p>This recommendation is partly agreed due to the timing of some immediate releases from court and the opportunity to meet with all prisoners.</p> <p>However, HMP Winchester will optimise the opportunity for prisoners to meet with a prison chaplain before their release by:</p> <ul style="list-style-type: none"> • Ensuring that the Offender Management Unit work with the Resettlement Services to ensure as many prisoners as possible are given this opportunity before their release and that this opportunity will be integrated into release planning. • Putting a check in place in Reception to ensure that all prisoners being released confirm they have been offered this opportunity and where possible (during core working day) make a final offer to arrange for a chaplain to come and see them prior to discharge. • Introducing a booklet which will contain essential information and contact details for prisoners being discharged at short notice and without having had the opportunity to see a chaplain in person. 	<p>Governor</p> <p>Governor</p> <p>Governor</p>	<p>February 2020</p> <p>March 2020</p> <p>February 2020</p>
2.55	All clinical areas should be fully compliant with infection control guidelines. (Repeated	Partly Agreed	Although a bid for funding has been made by the Healthcare provider to replace the clinical sinks, this recommendation is partly agreed subject to further funding required to fully meet infection control guidelines.		

	recommendation 2.60)		<p>However, HMP Winchester in collaboration with the Healthcare provider will ensure that we identify improvements and submit funding bids as required.</p> <p>The Healthcare provider will monitor compliance with infection control guidelines by;</p> <ul style="list-style-type: none"> • Ensuring quarterly healthcare Infection Prevention Control (IPC) audits take place with action plans to address any areas of non-compliance and to monitor progress. • Reporting any IPC issues related to fabric of buildings and clinical spaces to Government Facilities Services Ltd (GFSL), the Local Quality Delivery Board (LQDB) and the Partnership board. 	<p>Governor/Head of Healthcare</p> <p>Governor/Head of Healthcare</p>	<p>Completed</p> <p>Completed</p>
2.59	Access to sexual health services should be improved and barrier protection and related health advice should be available to prisoners to prevent sexually transmitted infections.	Agreed	<p>The Healthcare provider will improve sexual health services by;</p> <ul style="list-style-type: none"> • Ensuring barrier protection is available to prisoners via a healthcare application form. • Working with the establishment to drive awareness of sexually transmitted infections and the availability of barrier protection to promote safety. 	<p>Central and North West London NHS (CNWL)</p> <p>CNWL</p>	<p>Completed</p> <p>Completed</p>
2.68	Prisoners with long-term health	Agreed	The Healthcare provider will identify prisoners with long term health conditions by;		

	conditions should be promptly identified and receive regular reviews, informed by an evidence-based care plan.		<ul style="list-style-type: none"> Ensuring prisoners are screened at Reception and secondary screening is undertaken. Reviewing all care pathways as per national guidance. <p>An action plan is in place to address key concerns relating to prisoners with long term health conditions. This action plan is monitored monthly via the Long-Term Conditions improvement action group, chaired by the Head of Healthcare.</p>	<p>CNWL</p> <p>Head of Healthcare</p>	<p>Completed</p> <p>February 2020</p>
2.75	Prisoners requiring treatment in hospital under the Mental Health Act should be transferred within the timescales established by the Department of Health.	Partly agreed	<p>This is partly agreed as it is subject to the availability of National Health Service (NHS) bed spaces which is outside of the prison's control.</p> <p>Every effort is made to transfer patients within agreed national timescales and we are proactive in promoting a timely transfer of prisoners. If patients are not accepted within the agreed timescales this is escalated to NHS England and the prisoner has to remain within the prison setting.</p> <p>There is an embedded weekly telephone conference to discuss with NHS England any issues with transfers. Arrangements are made where appropriate to source privately funded beds where NHS beds are not available.</p>	CNWL	Completed
2.88	Officers should manage and supervise all medicine queues adequately, to protect patient confidentiality and prevent bullying	Agreed	A member of staff will supervise the queues and collection of medicines to ensure that confidentiality is maintained and that the risk of diversion and bullying is minimised. Healthcare staff have been instructed not to administer any medication unless officer supervision is in place.	Governor	Completed

	and diversion.		Staff will be briefed properly to know what to observe (diversion & bullying) and how to intervene, if appropriate, at the point of observing diversion or misdirection of medication and in taking any follow up action required. Managers will conduct spot checks on medicine queues to ensure officers are maintaining patient confidentiality and are alert to any attempts of bullying and diversion.	Governor	Completed
	Prison leaders and managers				
3.18	Leaders and managers should use the pay policy to encourage prisoners to attend education.	Agreed	HMP Winchester will publish a new Pay Policy to encourage and support attendance to education and publish widely to improve attendance figures within the establishment.	Governor	February 2020
	The Governor				
3.19	The IEP system should be applied consistently.	Agreed	<p>HMP Winchester will apply the Incentive Policy Framework scheme consistently by;</p> <ul style="list-style-type: none"> • Reviewing the Incentive Policy Framework scheme to ensure buy in from all stakeholders including prisoners. • Providing clear guidance to staff on the importance of consistent delivery of the Incentive Policy Framework scheme • Monitoring application of the scheme through monthly dip tests by Custodial Managers and the Head of Residence. • Capturing trends on Incentive Policy Framework levels via the Orderly Officers 	<p>Governor</p> <p>Governor</p> <p>Governor</p> <p>Governor</p>	<p>February 2020</p> <p>March 2020</p> <p>March 2020</p> <p>March 2020</p>

			daily report and weekly management information data.		
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Recommendations	
Agreed	19
Partly Agreed	10
Not Agreed	0
Total	29