



HM Prison &
Probation Service

Action Plan: HMP/YOI Lincoln

Action Plan Submitted 2 September 2020

A Response to the HMIP Inspection 9-10 December 2019, 6-10 January 2020

Report Published 15 April 2020

* Projected completion dates will be reviewed in the light of Covid-19 and may be delayed.

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.

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ACTION PLAN: HMCIP REPORT

ESTABLISHMENT: HMP/YOI LINCOLN

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 the Governor				
S40	<p>Key concern: Despite a reduction in assaults on staff and concerted efforts by the prison to reduce violence, levels remained high and broadly the same as at our last inspection. There had been 135 incidents of violence in the previous six months, with a small but significant number classed as serious.</p> <p>Recommendation: Managers should further develop practices to reduce violence in the prison, and review the violence reduction strategy regularly to increase its effectiveness.</p>	Agreed	<p>HMP/YOI Lincoln will review its Violence Reduction Strategy half yearly. Alongside this the Drug Reduction and Supply Strategy and the new Debt Reduction Strategy 2020 will also be reviewed at the same time (to ensure they complement each other).</p> <p>Mediation packages are to be introduced and run by Regional Psychology teams with prisoners (key perpetrators) identified as being involved in violent acts.</p> <p>A greater emphasis is to be placed on Challenge Support and Intervention Plan (CSIP) assurance to allow improved quality in the intervention planning and case management of those subject to CSIP with greater involvement from Psychology. Assurance will be gained by discussion in bi-monthly bi-lateral meetings between the Head of Function and the Safety Custody and Security Managers.</p> <p>The debt management tool will be further developed to achieve analysis of reasons for violence. It will raise debt awareness and education of those involved in enforcing debt whilst supporting those escaping from a debt culture.</p> <p>A review will take place to consider the effectiveness of the monthly Safer Custody meeting in analysing data and generating actions as a result. Any learning will be taken forward.</p>	<p>Governor</p> <p>Governor</p> <p>Governor</p> <p>Governor</p> <p>Governor</p>	<p>Review October 2020 and March 2021</p> <p>June 2021</p> <p>June 2021</p> <p>June 2021</p> <p>Review October 2020</p>

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S41	<p>Key concern: The prison had completed some good work to understand and reduce the number of prisoners who harmed themselves, but the number of self-harm incidents remained high. There had been 336 incidents in the previous six months, more than before our last inspection and than at most other local prisons.</p> <p>Recommendation: The prison should further develop its work to understand and reduce the number of prisoners who self-harm and the number of self-harm incidents.</p>	Agreed	<p>The Safety Strategy has recently been reviewed and will be further reviewed half yearly.</p> <p>Bi-weekly analysis of trends has commenced to ensure a proactive approach can be taken to any individual who may be at risk. These include the Head of Function, Hub Manager and Custodial Manager along with relevant staff and partners.</p> <p>Additional focus will be placed on further developing case management to ensure the quality is consistent.</p> <p>Additional focus will be placed on further educating those prisoners involved in factors which lead to self-harm such as debt, mental health and stress. HMP/YOI Lincoln will further develop the current multi-disciplinary approach and proactively identify those who may be subject to self-harm.</p> <p>A new standing item on the monthly Safer Custody meeting agenda will be introduced for analysis of serious incidents and actions for lessons learnt with responsibility identified on the actions of this meeting.</p>	<p>Governor</p> <p>Governor</p> <p>Governor</p> <p>Governor</p> <p>Governor</p>	<p>December 2020</p> <p>October 2020</p> <p>Review October 2020</p> <p>September 2020</p> <p>September 2020</p>
S42	<p>Key concern: Too many prisoners, around 80% at the time of the inspection, lived in cramped, overcrowded cells.</p> <p>Recommendation: Prisoners should not be held in overcrowded conditions.</p>	Not Agreed	<p>This recommendation is not agreed. HMPPS and HMP/YOI Lincoln recognises the ongoing concerns raised by the Inspectorate in relation to the use of crowded cells. Whilst these places meet HMPPS standards for crowded accommodation, it does so in order to accommodate national population pressures which is not desirable. However, HMPPS welcomes the Government's announcement of up to £2.5 billion investment in new prison construction to create up to 10,000 prison places and the opportunity this creates to take steps towards reducing crowding.</p> <p>The HMPPS strategy for reducing prison crowding is the replacement, as resources allow, of older, crowded prisons with new accommodation that is safe, decent, and uncrowded. This is a long-term ambition and whilst plans for new prisons are underway, crowding is unlikely to be reduced at HMP/YOI Lincoln in the foreseeable future, due to the need to maintain sufficient capacity.</p>	HMPPS Executive Director Prison Supply/ Governor	
S43	Key concern: Decency screening around toilets was flimsy and did not always provide	Agreed	HMP/YOI Lincoln has been working with MoJ and HMPPS estates to secure funding for these essential decency	Governor	March 2022

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	<p>adequate privacy, and many cell cupboards, curtains and floors required repair. Showers on A and C wing required refurbishment.</p> <p>Recommendation: There should be sufficient investment in the maintenance and repair of cells, and refurbishment of the showers, to ensure that all prisoners live in decent, respectful conditions.</p>		<p>investments to improve the provision of respectful conditions. To date investment has been agreed and work to improve the facilities, including new showers on A and C wing, along with the Gymnasium, is due to start this financial year. This provides the necessary investment for HMP/YOI Lincoln to meet the requirement for shower refurbishment.</p> <p>To ensure prisoners are held in decent and respectful conditions which provide a level of privacy, HMP/YOI Lincoln provides decency curtains to all cells. Assurance that these curtains are in place will be obtained during pre-occupancy checks and as part of daily accommodation fabric checks, which in turn are discussed at Managers bi-lateral meetings. Where issues are identified, appropriate reporting procedures are in place to allow the issues to be rectified in a timely manner.</p> <p>An Accommodation Standards policy is to be implemented, which will include the need for a weekly decency check of all cells, working on one landing each week, therefore providing monthly assurance that all cells are properly equipped. Assurance will be gained via Custodial Manager checks and through Head of Residence and Deputy Governor cell inspections.</p>	<p>Governor</p> <p>Governor</p>	<p>December 2020</p> <p>Review January 2021</p>
S44	<p>Key concern: There was insufficient support for disabled prisoners, with no paid carers or clear protocol on providing personal care, which affected their daily routines, including showers and using the toilet. There were not enough adapted cells, and the prison was not suitable for those with mobility difficulties.</p> <p>Recommendation: Prisoners with disabilities should be given sufficient support to allow them to live independent and purposeful lives in prison.</p>	Agreed	<p>Work will be carried out to further develop the current working agreement with Adult Social Care providers as well as other disability partners in the community, along with the introduction of a quarterly partnership meeting. A new Memorandum of Understanding (MOU) has been developed with the provider to deliver the required level of social care.</p> <p>A disability needs analysis, both structural and functional, will be carried out to identify the needs of the population.</p> <p>A protocol will be developed as a result of this needs analysis to allow HMP/YOI Lincoln to provide personal care and support for disabled prisoners.</p> <p>A business case is to be submitted to increase the number of adapted cells within HMP/YOI Lincoln to alleviate the issue of not enough cells for those with mobility issues. This will be dependent on funding being made available to progress this.</p>	<p>Governor</p> <p>Governor</p> <p>Governor</p> <p>Governor</p>	<p>October 2020</p> <p>October 2020</p> <p>October 2020</p> <p>October 2020</p>

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			<p>The Safety team have recently appointed a prison officer representative to work alongside the Learning Disabilities and Challenges (LDC) Network. The expectation within this network is to make HMP/YOI Lincoln more LDC friendly. Updates and assurance is given to the Hub Manager and Head of Function in the form of quarterly meeting discussions and attendance at regional LDC events. The outcomes from these will be used as guidance in making HMP/YOI Lincoln more LDC friendly. Wheel chairs have already been purchased to support prisoner movement and accessibility.</p> <p>Funding for the A wing lift replacement programme has been sought and awaiting approval.</p>	Governor	October 2020
				Governor	March 2021
S45	<p>Key concern: The learning and skills provider had struggled to recruit teaching staff to key posts, especially in English and mathematics. Too many teachers were failing to deliver sessions to a sufficiently high standard, and the overall quality of teaching and learning continued to require improvement.</p> <p>Recommendation: Leaders and managers should implement strategies to fill key teaching vacancies with high-quality staff, as well as raise the teaching and learning standards of the relatively high number of teachers whose performance requires improvement.</p>	Agreed	<p>The Teacher Quality Management Plan has been reviewed and updated to reflect that recruitment is taking place to fill vacant posts, including three managerial roles, which will allow better supervision and management of teaching standards.</p> <p>Supervision of teaching standards for all staff will include:</p> <ul style="list-style-type: none"> • Probationary observations set at six months • A new quality induction process setting out standards and expectations • Continued supervision in line with agreed action plan targets • A buddy system to share best practice • Learning walks • Monthly management curriculum meetings to discuss teaching standards. <p>Monitoring of these standards will be achieved through the monthly management curriculum meetings and the prison will challenge the provider through both local assurance and through Prison Education Framework (PEF) contract mechanisms.</p>	Governor/People Plus	April 2021
				Governor	December 2020
S46	<p>Key concern: The curriculum failed to meet the needs of the population. Few prisoners were in custody for long enough to complete their course. Provision at level 2 was very</p>	Agreed	<p>The current curriculum has been reviewed and agreed for 2020/2021 incorporating strategies to improve learning opportunities. The annual Education Delivery Plan (EDP) will be improved to provide increased;</p> <ul style="list-style-type: none"> • Vulnerable Prisoner Curriculum 	Governor/People Plus	April 2021

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	<p>limited and no prisoners were studying at higher levels. Arrangements for prisoners to study and achieve a qualification related to their job role were weak. The number of prisoners who completed and passed courses in English and mathematics was particularly low.</p> <p>Recommendation: The curriculum for prisoners should offer opportunities to study courses they can complete while in custody, and at levels above level 1. Those engaged in prison jobs should be able to achieve a relevant qualification, and more prisoners should complete and achieve English and mathematics qualifications.</p>		<ul style="list-style-type: none"> English and mathematics achievement (short stay and outreach) Level 2 provision, including vocational training and employability programmes. <p>A full learning and skills needs analysis is to be carried out with the results reviewed alongside the EDP. This will allow a review of the current curriculum qualifications available alongside any future qualifications and the levels required.</p> <p>All prison jobs will link to relevant qualifications enabling prisoners to enhance both their educational achievements alongside their vocational ones.</p> <p>The level of prisoners studying English and mathematics will be increased and monitored by:</p> <ul style="list-style-type: none"> Appointment of a Functional Skills Curriculum Manager to drive improvement A whole organisation approach to allocation of English and mathematics Refresher training for those delivering English and Mathematics Weekly scrutiny of progress by the Functional Skills Curriculum Manager <p>Allocation of courses will also take into account the probability of the learner being able to complete the course or where their allocation to another prison allows for the course to be continued, enhancing the opportunity for a learner to finish a course rather than have to restart it post transfer.</p>		
S47	<p>Key concern: Target setting was often poor and the development of prisoners' skills in English and mathematics weak, especially in vocational training and work. There was little detailed recording of the employability skills that prisoners had gained while in custody. Prisoners with additional needs did not always receive the support they required to</p>	Agreed	<p>An agreement has been reached with the provider with regards to the Quality Improvement Plan. It covers a number of actions to ensure teachers are setting targets to develop learner's skills in English and mathematics. All prisoners engaged in learning and work will have an individual learning plan setting short and longer-term goals. Teachers will use these plans to set relevant and challenging targets for the individual and to record their progress.</p> <p>A new Curriculum Manager post will be responsible for providing oversight of the QIP progress. The oversight will also focus on the use of subject specific assessments to</p>	Governor/People Plus	December 2020

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	<p>progress as well as their peers.</p> <p>Recommendation: Teachers should improve their strategies for target setting, developing prisoners' skills in English and mathematics and recording employability skills, and swiftly implement additional support for those identified as requiring it.</p>		<p>identify and record starting points and review progress, including better monitoring of success and achievement gaps. Attention will also be given to lesson planning and session structure, including the use of a marking policy, to ensure there are extension tasks, challenge activities and spelling, punctuation and grammar support for those who require it.</p> <p>Contract management processes will be applied to the education provider ensure appropriate encouragement and/or sanctions where the learning and skills provider is failing to develop progression for individual learners.</p> <p>Alongside this a Learning Support Practitioner (LSP) will be appointed and trained. Observation of the LSP will take place with regional support through the Special Educational Needs and Disabilities (SEND) Manager. This will allow assurance that those prisoners are receiving the support and that the support is given in a prompt manner.</p>		
S48	<p>Key concern: Many prison offender managers had low levels of contact with prisoners, which undermined sentence progression and work to reduce reoffending.</p> <p>Recommendation: All eligible prisoners should have regular contact with an appropriately trained prison offender manager to drive their sentence progression.</p>	Agreed	<p>All Prison Offender Managers (POM) have now completed the necessary qualifications and are qualified to assist in helping prisoners progress through their sentence and are aware of the pathways available to them to refer to.</p> <p>A Prison Offender Manager Supervision Framework has been introduced to improve the level of contact and give assurance to the Head of Function that all prisoners receive regular contact with their allocated Offender Manager. This contact will be monthly as a minimum and will be documented on a prisoner's case notes as evidence. Assurance will be discussed through bi-lateral meetings and between POMs and Functional Heads.</p>	Governor Governor	Complete Complete
S49	<p>Key concern: Prisoners convicted of sexual offences remained at Lincoln, and too many lacked one-to-one work to challenge their offending behaviour or access to accredited programmes. The prison no longer had a strategy for progressing these prisoners.</p>	Agreed	<p>HMPPS will be developing an Offender Behaviour Programme strategy for prisons in the north. The initial principles are that programmes for People Convicted of Sexual Offences (PCoSO) should generally only be offered in prisons with a training function and segmentation data and other local data will be used to assess need. However, the current priority is on enabling programme delivery to restart and move prisoners to an existing and appropriate treatment</p>	HMPPS Executive Director Safety & Rehabilitation	January 2021

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	<p>Recommendation: Prisoners convicted of sexual offences who require interventions should progress from Lincoln without delay so that they can address their offending behaviour.</p>		<p>site such as HMP Whatton and links are being enabled to establish this.</p> <p>As part of reconfiguration of the adult male estate, which introduces new offender flows as well as addressing the imbalance of supply and demand, a new allocation protocol will be introduced. The allocation protocol principles support movement of prisoners to the right prison at the right time and directs prisons to consider the most suitable prison for the individual to most effectively meet their needs. An escalation route through the operational line has been established into the protocol to manage transfer issues.</p> <p>HMP/YOI Lincoln's (PCoSO) Strategy has been completed. Consultation with Psychology is also planned to enable collaboration and identification of needs and risk posed to aid progression.</p> <p>The prison also has programme facilitators visiting to establish the individuals who have been set appropriate targets, with regards sexual offences, enabling referrals to be made to Observation, Classification and Allocation (OCA) department for confirmation of transfer to a suitable location. This has enabled HMP/YOI Lincoln to utilise spaces at a broader range of establishments throughout the estate and is something that HMP/YOI Lincoln will look to further develop to allow the timely transfer of prisoners convicted of Sexual Offences. Staff have also been trained in delivering 1-2-1 sessions to allocate work to a prisoner whilst there is any delay in transferring to a suitable establishment.</p>	<p>HMPPS Executive Director Prison Supply</p> <p>Governor</p> <p>Governor</p>	<p>Financial year 2022/2023</p> <p>September 2020</p> <p>December 2020</p>
S50	<p>Key concern: There was no multidisciplinary forum that was focused on risk and routinely reviewed the most dangerous prisoners approaching release to provide assurance and address any gaps in risk management planning and public protection.</p> <p>Recommendation: A multidisciplinary risk management meeting, led by the</p>	Agreed	<p>Monthly multi-disciplinary meetings will be held with contributions from Prison Offender Managers and Community Offender Managers following on from Interdepartmental Risk Assessment and Management Plan (IRAMP) discussions.</p> <p>This will be led by the Public Protection Team with discussions beginning six months prior to release for all prisoners, enabling sufficient time to address and gaps in the risk management of a prisoner.</p>	<p>Governor</p> <p>Governor</p> <p>Governor</p>	<p>December 2020</p> <p>December 2020</p> <p>December 2020</p>

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	offender management unit, should review the most dangerous prisoners due for release in sufficient time to address any gaps in risk management planning.		To ensure compliance to this system, the monthly multi-disciplinary meetings will be chaired by either the Head of Offender Management Unit or the Senior Probation Officer.		
S51	<p>Key concern: The application of basic public protection measures was inadequate. Arrangements to monitor prisoners' telephone calls were ineffective, the volume was unmanageable and risks presenting in custody could not be promptly addressed. Mail restrictions imposed on prisoners who presented a continuing risk to children were not routinely enforced, potentially allowing correspondence with victims.</p> <p>Recommendation: Prisoners should be subject to rigorous and effective public protection measures that manage their risks in custody.</p>	Agreed	<p>HMP/YOI Lincoln now has three pin phone monitoring terminals installed which allow much higher quantities of pin phone monitoring. This has resulted in a significant drop in the backlog of monitoring and allows a rigorous and effective management of those subject to such measures. Resourcing these terminals has also been reviewed and altered with monitoring taking place during night shifts and extra provision during the core day.</p> <p>A new method of enforcing mail restrictions has been introduced into the mail room. Working alongside the Offender Management Unit, a new public protection spreadsheet has been created that allows all mail room staff to remind themselves daily of those prisoners subjected to monitoring. Assurance is now undertaken as part of the covert testing policy to ensure adherence.</p>	Governor Governor	Complete September 2020
S52	<p>Key concern: Just over a third of the 100 prisoners released each month had no sustainable accommodation, which did little to reduce their likelihood of reoffending. Support for these prisoners was limited by unhelpful contractual restrictions, and the fact that the majority of prisoners were released to other resettlement areas.</p> <p>Recommendation: The proportion of prisoners being released from Lincoln with sustainable accommodation should be increased.</p>	Agreed	<p>Performance is to be monitored at the monthly Reducing Re-offending meetings as a standing agenda item. Currently the establishment is achieving a performance Year to Date (YTD) outcome of 64% against a target of 69%. (April 2019 – March 2020)</p> <p>The Accommodation Service provision is to be reviewed with providers to ensure that contractual obligations are met and are appropriate.</p> <p>The Prison Performance Tool will be utilised to scrutinise performance of the provider and to allow greater scrutiny at weekly resettlement meetings where there will be representation from Shelter and the Community Rehabilitation Company (CRC).</p>	Governor Governor Governor	April 2021 December 2020 December 2020
	General recommendations				

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	Directed to the Governor				
1.8	All first night cells should have a telephone.	Agreed	<p>Each cell has been provided with in cell telephony and the First Night Centre (FNC) Manager has been tasked with implementing a system to ensure that this remains the case. Pre and post occupancy checks by staff have been introduced to ensure the presence of the telephone prior to occupation and once the prisoner is moved to the main residential units.</p> <p>Methods of ensuring this is completed have been tasked to the unit manager to offer assurance to the functional head that this recommendation will be met. This will be in the form of a weekly management check by the FNC manager.</p>	Governor Governor	Complete September 2020
1.24	Adjudications should be completed promptly and those adjourned, for whatever reason, should be reheard with minimum delay.	Agreed	<p>HMP/YOI Lincoln recognises the need to ensure that all adjudications are heard promptly and the Custodial Manager responsible for the Care and Separation Unit (CSU) now carries out fortnightly assurance checks with the use of a remand adjudication tracker to ensure that the number of adjourned adjudications remains low.</p> <p>A monitoring system is in place in the form of a T-Card tracker which enables all CSU staff scheduling adjudications to schedule appropriately with the correct evidence or personnel present. This ensures that adjudications aren't scheduled and not appropriately completed resulting in further adjournments.</p> <p>A further system to monitor adjudications that have been remanded as a consequence of a police referral has been introduced. This shared document enables the security department, alongside the CSU staff, to schedule hearings at the earliest opportunity and identifies those referrals where updates have been received. This is also updated by an identified member of the Security Department and will assist in avoiding protracted cases that have been referred to the Police. This is assurance checked by the Custodial Manager responsible.</p> <p>The number of adjourned adjudication charges are discussed at bi-monthly Adjudication Standardisation meetings involving the Senior Management Team and all relevant parties and</p>	Governor Governor Governor	Complete Complete September 2020 Complete

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			are chaired by the Governor. Assurance is at these meetings to ensure adjudications are heard promptly and those that are adjourned are heard as quickly as possible to not impact on natural justice principles.		
1.29	All planned incidents should be reviewed promptly by the use of force committee, lessons should be learned and effective remedial action taken.	Agreed	<p>HMP/YOI Lincoln has adopted an approach in that all planned interventions are reviewed at the monthly Use of Force Committee meeting. The committee consists of all relevant and interested parties. In accordance with the Lammy Review recommendations, a member of the IMB is also present with an explicit remit to consider the interests of prisoners involved. The meetings have become monthly in response to the allocation of PAVA spray in the prison. Within these meetings, all planned interventions from the previous month are reviewed, both in terms of the video footage and the completed paperwork.</p> <p>Learning points are discussed and documented within the minutes and any training issues and concerns are directed to the Control & Restraint Instructors to facilitate further refresher training for those identified.</p> <p>Any actions deemed to be subject to potential disciplinary investigation are also documented and remedial actions identified. Again, this is documented within the meeting minutes for the Custodial Manager to action.</p> <p>The terms of reference have been reviewed by the Head of Function and Custodial Manager to ensure that the analysis of planned interventions is included as a standing matter.</p>	Governor Governor Governor	Complete Complete Complete
1.49	There should be a sufficient number of trained Listeners to meet prisoner need.	Agreed	<p>A course scheduled for March 2020 was cancelled due to the COVID-19 restrictions however further discussion will take place with the Samaritans to allocate a further training course to allow for an increased provision of Listeners.</p> <p>This issue has become a standing item within the monthly Safer Custody Meeting and efforts to increase the numbers are regularly reviewed with prisoners identified trained where possible and transfer holds applied to allow maximum provision. Discussion will also take place to identify suitable Listeners from all prisoner demographics to ensure that appropriate prisoners are allocated the course.</p>	Governor Governor	October 2020 October 2020

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2.8	Prisoners should be able to obtain clean clothing as needed, and to change underwear and socks daily.	Agreed	<p>To ensure that all prisoners have access to the required level and standard of clean clothing a new method of kit exchange has been introduced to achieve consistency throughout all items of clothing and on all residential units and is monitored by a Residential Custodial Managers with assurance given to Functional Heads during two monthly bi-lat meetings. Initial feedback has highlighted that all prisoners have access to clean clothing as needed and that they have provision to change underwear and socks on a daily basis, as per the recommendation.</p> <p>A review of this kit exchange system is to be held to determine the effectiveness of it and identify any issues.</p> <p>Residential Custodial Managers hold quarterly surveys with prisoners in which issues such as kit exchange are discussed and the results are analysed and acted upon dependent on the feedback received. This is shared amongst all Functional Heads for analysis and assurance.</p>	<p>Governor</p> <p>Governor</p> <p>Governor</p>	<p>Complete</p> <p>April 2021</p> <p>Review of results October 2020</p>
2.18	Legal visits should take place in rooms providing privacy. (Repeated recommendation 2.45)	Partly Agreed	<p>This recommendation is partly agreed due to the funding needed to deliver the additional rooms required to provide full privacy in busy periods. For that reason, costing's have been requested from the Maintenance Contractor (Amey) with a view to increase the provision of individual rooms for these visits to be conducted.</p> <p>Once quotations are received from the contractor then the proposals will be submitted to the capital bid for discussion. The successful achievement of this recommendation will depend on the financial element of the proposal and the availability of such funds.</p> <p>A review of the visits hall has been completed and to avoid the risk of conversations being overheard as much as possible during busy times, seating arrangements have been created to allow sufficient distance in line with PSI 16/2011 paragraph 3.30.</p>	<p>Governor</p> <p>Governor</p> <p>Governor</p>	<p>December 2020</p> <p>January 2021</p> <p>Complete</p>
	Directed to Home Office and the Governor				

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2.34	Foreign nationals should have their immigration status confirmed well before the end of sentence to allow for meaningful release planning and, if they are detained, they should be transferred promptly to an immigration removal centre (IRC), unless risk assessment demonstrates that they cannot reasonably be managed in an IRC.	Partly Agreed	<p>The Home Office ensures that foreign national offenders are informed of deportation processes at an early stage by Immigration Officers who visit HMP/YOI Lincoln. However, there are several reasons why the time that foreign national offenders are detained is longer than the Home Office would wish, such as prisoners unwilling to engage with embassies regarding travel documents and claiming asylum immediately before being removed.</p> <p>The Home Office is committed to ensure that all processes are expedited and that foreign national offenders are either deported or released from detention as soon as possible. All foreign national prisoners detained beyond their release dates are subject to a thorough risk assessment process by the Home Office and will only remain at the prison if they are deemed unsuitable to be transferred to an IRC. Where an individual is not suitable for detention in an IRC, prisons remain a lawful place of detention for immigration detainees.</p> <p>HMP/YOI Lincoln accepts that all foreign national prisoners should be made aware of their immigration status at the earliest opportunity and remains in regular contact with the Home Office to request information as early as possible into a prisoner's custodial period. Ultimately though, the Home Office are the responsible department for deciding on the status and informing the prison of the decision and for controlling the speed at which an individual subject to IS91 is transferred to an IRC.</p> <p>To ensure that documentation is handed to prisoners as soon as received, Prison Offender Managers are currently given immigration paperwork when received and this is handed to the prisoner. Assurance in this is obtained by the Supervision framework in place and detailed within recommendation S48.</p> <p>The prison also continues to submit twice weekly returns for those subject to IS91 and any prisoner of interest to the Home Office.</p>	Home Office Governor Governor Governor	 September 2020 December 2020 Complete
2.59	The prison should work with the local authority to ensure the effective provision of social care.	Agreed	The Safety Hub Manager continues to liaise with Adult Social Care providers to develop a working partnership which allows and promotes the use of such service. A new memorandum	Governor	Complete

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			<p>of understanding was agreed in April 2020 regarding the provision of social care from Lincolnshire County Council.</p> <p>Difficulties in obtaining successful outcomes are to be highlighted in bi-lats between the Head of Function and Hub Manager and escalated to the providers where appropriate. These will then be discussion points at Quarterly partnership meetings with outcomes and expectations included in recordable minutes. This allows the prison to escalate instances of non-compliance with the agreement as a means of obtaining an appropriate level of provision.</p>	Governor	October 2020
2.67	The transfer of patients to hospital under the Mental Health Act should take place within agreed Department of Health timescales. (Repeated recommendation 2.82)	Partly Agreed	<p>The timeliness of transfers under the Mental Health Act are not within the control of the healthcare provider or the prison, they are within the remit of NHS England & NHS Improvement Specialised Commissioning (Mental Health). However, the provider works in partnership with the NHS England & NHS Improvement Case Managers and Secure Mental Health Units to expedite transfers and remittance back to prison at the earliest opportunity.</p> <p>NHS England & NHS Improvement is currently reviewing arrangements for the timely transfer and remission of prisoners to and from secure mental health hospitals. A 10 point plan has been developed that will include a review of current best practice guidance, review of existing service specifications, the testing out of new models of care within prison settings and new navigator roles to support the transfer and remission process.</p> <p>Monthly reporting is in place with an overview of time frames. If not achieved, escalation to Commissioners is made in advance of potential breach. However, the reliance on availability of hospital beds impacts on the compliance of these time frames being met.</p> <p>All patients awaiting transfer to hospital are discussed at weekly Multi-Disciplinary meetings with psychiatrist involvement.</p> <p>Processes are in place to identify the need to escalate and progress at set days within the expected time frame, (for example day 7, day 14, day 20), with contact made directly to</p>	<p>NHS England & NHS Improvement/Governor</p> <p>NHS England & NHS Improvement</p> <p>NHS England & NHS Improvement/Governor</p> <p>NHS England & NHS Improvement/Governor</p> <p>NHS England & NHS Improvement/Governor</p>	<p>December 2020</p> <p>Complete</p> <p>Complete</p> <p>Complete</p>

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			the receiving hospital, consultant psychiatrists and commissioners until appropriate confirmation of date received.		
2.73	Psychosocial support should be extended to meet the needs of the whole population, including short-term prisoners.	Agreed	<p>“We are with You” (WAWY) have reviewed their current provision and have adjusted it based on the needs of the population in line with a needs analysis completed in February 2020. This has resulted in a number of short and long term interventions and sessions focussing on psychosocial support being offered to all cohorts of prisoner at HMP/YOI Lincoln.</p> <p>A revised programme of interventions including stand-alone sessions on specific substances and substance related health matters have been introduced. These will be delivered to both short-term and long-term prisoners.</p>	Governor Governor	Complete December 2020
2.80	The administration of medicines on A wing should take place in a location that enables patient confidentiality.	Partly Agreed	<p>This recommendation is partly agreed as a refurbishment and/or relocation is required on the wing to fully comply with the requirements which will be subject to a capital bid and funding being available.</p> <p>A capital bid is to be submitted with a view to achieving a suitable location for the administration of prescribed medication in a confidential manner.</p> <p>As an interim measure, staff are reminded to ensure that medication queues are properly supervised and that prisoners are reminded of the need to remain behind marked areas to allow the patient as much confidentiality as is currently possible. This is discussed amongst residential staff during daily briefings, weekly Custodial Manager briefings and amongst the Head of Function and Custodial Manager as a bi-lat assurance matter.</p>	Governor Governor Governor	April 2021 Complete
2.81	Patient group directions should facilitate the administration of symptomatic relief to patients suffering withdrawal symptoms through the night.	Agreed	<p>An action plan will be devised including meetings with the Substance Misuse Team to ensure all Substance Misuse Service (SMS) treatment tools are available on System One for healthcare night staff to access. Once these are available then provision of treatment for those suffering withdrawal symptoms will be managed.</p> <p>A partnership agreement between “We Are With You” and the Healthcare Trust has been completed which allows a Pro Re</p>	Nottinghamshire Healthcare NHS Foundation Trust/Governor Nottinghamshire Healthcare NHS	October 2020 Complete

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			Nata (PRN) prescription on Systm One and the Healthcare Trust will dispense symptomatic medication from their stock. This fulfils the requirement without the need for a signed patient group directive.	Foundation Trust /Governor/ Addaction	
4.15 Error! Reference source not found.	Prisoners approved for release on home detention curfew should not be held at Lincoln beyond their eligibility date.	Partly Agreed	<p>This recommendation can only be partly agreed, as while HMP/YOI Lincoln seeks to release all eligible prisoners on Home Detention Curfew (HDC) at the earliest opportunity, completing this at their eligibility date is not always possible in every case.</p> <p>Some HDC applications are found to be ineligible or refused for a variety of reasons. In some other cases, the decision needs to be postponed for enquiries to be made which will then also ultimately inform the assessment and subsequent decision. In some instances, this information must be provided by external agencies, of which HMP/YOI Lincoln has no direct control.</p> <p>POMs have been tasked with ensuring address completion forms for HDC are taken to the prisoner personally and completed and returned at the earliest opportunity. Assurance is gained through monthly meetings between hub managers and POMs.</p> <p>The HDC Digital Platform has also now been introduced which has quickened the HDC process and allowed a streamlining of the system. The expectation is that this will enable greater compliance to this recommendation. This platform is being embedded in and a review held in September will allow analysis of its effectiveness.</p>	<p>Governor</p> <p>Governor</p> <p>Governor</p>	<p>Complete</p> <p>September 2020</p>
4.38	Prisoners' resettlement needs should be reviewed far enough ahead of their release to provide effective support.	Agreed	<p>The resettlement release planning board will take place weekly.</p> <p>Partner agencies will work to a 14 weeks trigger point and all releases will be reviewed at the 12 week point. Assurance will be gained through the weekly resettlement planning board meetings and in line with the contractual agreement from the service provider. A further review of the meetings outcomes will be held in December 2020 to ensure adherence to the recommendation.</p>	Governor	December 2020

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Recommendations	
Agreed	21
Partly Agreed	5
Not Agreed	1
Total	27



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