



HM Prison &
Probation Service

Action Plan: HMP Usk and HMP YOI Prescoed

Action Plan Submitted: 19 October 2021

A Response to the HMIP Inspection: 14 – 25 June 2021

Report Published: 01 October 2021

Actions against target dates are likely to be delayed due to Covid-19 related disruptions to service delivery.

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: HMIP REPORT

ESTABLISHMENT: HMP USK and HMP YOI PRESCOED

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				
6.1	<p>Key concern (1.41): Prescoed's zero-tolerance policy returned prisoners to closed conditions without due consideration of any mitigation, the overall impact on the prisoner and whether the decision was a proportionate response. The number of returns to closed conditions from Prescoed was higher than from most other open prisons.</p> <p>Key recommendation: Prisoners should only be returned to closed conditions following an appropriate re-categorisation review that fully considers all the circumstances and ensures that the decision is always a proportionate response. (To the governor)</p>	Agreed	<p>HMP YOI Prescoed's Senior Management Team currently hold a case conference or Interdepartmental Risk Management Team meeting to discuss the reasons why a prisoner is being considered for a return to closed conditions. A re-categorisation is then carried out on the Digital Prison Services IT system (DPS) which sets out fully the reasons for returning a prisoner to closed conditions. Case notes are added outlining the decision process.</p> <p>A formal auditable policy will be published detailing the process to be followed, then retained as a decision log. The decision log will reference any support measures put in place to support the prisoner.</p>	<p>The Governor</p> <p>The Governor</p>	<p>October 2021</p> <p>October 2021</p>
6.2	Key concern (1.42): Aneurin Bevan University Health Board lead pharmacists had stopped providing regular input at Usk and Prescoed.	Agreed	Pharmacy oversight and medication reviews are ongoing and delivered by a Healthcare Multi-disciplinary team. The Aneurin Bevan University Health Board (ABUHB) pharmacy team provide remote access as required, determined by the Head of Healthcare as part of the Prison Partnership Board.	Governor and Head of Healthcare	Complete

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	<p>This had led to: a failure to make sure that medicines were appropriate and patients knew how to take them; inadequate pharmacy staffing to make sure the supply of medicines was safe; a limited range of medicines for patients to buy to treat minor ailments or that did not require prescribing by a doctor; and gaps in the oversight of pharmacy service processes and procedures.</p> <p>Key recommendation: There should be more pharmacist involvement to oversee the service's professional standards, protocols and procedures to make sure the supply of medicines is safe. (To the governor)</p>		<p>The Prison Lead Pharmacist is due to return from redeployment at the end of the COVID contingency requirement. This will close the gap in the oversight of pharmacy service process and procedure.</p> <p>At each General Practitioner (GP) consultation a medicine review is conducted formally and recorded on SystemOne (a computer system for recording prisoner health records). The GP also carries out professional oversight of repeat prescriptions.</p> <p>Regular prescribing reports are produced through the Medicines Management Group for the Prison Partnership Board.</p>		
	Recommendations				
6.3	<p>Recommendation (2.9): All new arrivals should be able to make a telephone call on their first night. (To the governor)</p>	Agreed	<p>A new induction package has been introduced at HMP Usk, that includes clear guidance that has been communicated to all staff. It clearly documents all new arrivals must have the opportunity to make a phone call on their first night.</p> <p>Prisoner's telephone accounts are promptly activated upon arrival at both prisons, and a Welfare PIN is made available for those who cannot access their own account.</p>	The Governor	Complete
6.4	<p>Recommendation (2.30): Prisoners should only be strip-searched on the basis of intelligence or a specific suspicion. (Repeated recommendation 1.29) (To the governor)</p>	Not agreed	<p>This recommendation is not agreed, as the recommendation references specifically the full searching of prisoners on Visits. PSI 07/2016 states: 'Visits: Male prisoners must routinely be given a Level A rub-down search and hand-held metal detector scan following visits. In addition, a percentage of male prisoners selected at random must be full searched following visits, at a level agreed as part of local searching strategies.'</p>	The Governor	

6.5	Recommendation (2.37): Safety management meetings should be fully integrated into both prisons and have an effective action plan to drive continuous improvement. (To the governor)	Agreed	<p>HMP Usk and HMP YOI Prescoed will introduce a continuous effective action plan covering both prisons from October 2021, that will include all actions from the Safer Custody (SC) meeting and address all Prison and Probation Ombudsman recommendations, which is reviewed on a quarterly basis.</p> <p>To ensure there is an increased focus on HMP YOI Prescoed, the agenda and mandatory attendance at the SC meeting will be reviewed.</p>	The Governor	October 2021
6.6	Recommendation (3.13): Prisoners should not be held in multi-occupancy cells that are too small for them to have sufficient personal space, furniture and privacy. (To HMPPS)	Not Agreed	<p>This recommendation is not agreed, as Prison cell occupancy is certified by the Prison Group Director (PGD) in accordance with Prison Service Instruction (PSI) 17/2012, which provides guidelines for determining cell capacities. Cells will only be shared where a PGD has assessed them to be of an adequate size and condition. For the foreseeable future, and in common with other prisons, it will be necessary for HMP Usk to continue to operate with an operational capacity that involves a level of crowding above its Certified Normal Accommodation. While these places meet HMPPS standards for crowded accommodation, holding two men in a cell designed for one prisoner, in order to accommodate national population pressures is not desirable.</p> <p>Crowding in prisons is a longstanding issue that will not be easily addressed. However we welcome the Government's recent announcement to commit over £4 billion capital funding to make significant progress in delivering 18,000 additional prison places across England and Wales by the mid-2020s. This includes creating four new prisons over the next six years and expanding another four prisons over the next three years. Construction is well underway on HMP Five Wells, the new prison at Wellingborough in Northamptonshire, and works have started at Glen Parva, Leicestershire. These additional prison places will have a positive impact on lowering the proportion of crowding within the prison estate by providing accommodation that is safe, decent and uncrowded. However, the extent to which the proportion of prisoners held in crowded accommodation will reduce will be dependent on levels of demand in the system.</p>	HMPPS	

6.7	Recommendation (3.21): Newly arrived prisoners at Prescoed should be offered early access to a range of grocery goods until they receive their first full shop order. (To the governor)	Agreed	A forum will be held with prisoners to gauge the items required in the interim grocery pack. HMP YOI Prescoed will then stock the packs as agreed with the prisoner forum. The reception packs will be offered to newly arrived prisoners at the prison from November 2021.	The Governor	November 2021
6.8	Recommendation (3.32): Leaders and managers should consolidate action raised at protected characteristic forums and equality committee meetings into an equality action plan that is scrutinised regularly. (To the governor)	Agreed	A consolidated Equality action plan across both prisons will be introduced. It will capture actions from equality meetings and protective characteristic forums which will be reviewed quarterly. The actions identified will be assigned to a named individual and progress tracked at each subsequent Equality meeting.	The Governor	October 2021
6.9	Recommendation (3.49): Prison leaders should make sure that there is a multi-faith room that is suitable for practising faith and providing one-to-one support. (To the governor)	Agreed	HMP Usk completed an accommodation review in September 2021, and a decision was made to relocate the Multi Faith Room (MFR) to a new dedicated location adjacent to the Chapel. Work commenced on converting the identified room into an MFR in September and is now complete.	The Governor	Complete
6.10	Recommendation (3.50): Prison leaders should ensure faith forums are introduced to address the needs of prisoners with faith-related concerns. (To the governor)	Agreed	The Chaplaincy lead will introduce a faith forum that will be held bi-monthly from October 2021, and representatives from all faiths will be invited to attend.	The Governor	October 2021
6.11	Recommendation (4.8): Leaders should make sure there are librarians on both sites to provide prisoners working there with support, see that stocks are replenished and reinstate links with Monmouthshire library. (To the governor)	Agreed	Recruitment for the post of a librarian goes live in October 2021, with interviews due to be held November 2021. The appointed person will work across both prisons and will ensure library stocks are replenished. This will equate to 30 hours of Monmouthshire County Council librarian provision across both sites.	The Governor and Head of Learning and Skills	December 2021

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6.12	Recommendation (4.9): Leaders should fill PE instructor vacancies and provide all prisoners with more access to the gym. (To the governor)	Agreed	<p>A selection process is currently ongoing for potential Physical Education Instructors. The successful candidates are due to commence their training in January 2022.</p> <p>COVID specific measures to keep people safe limited access to the gym at the time of inspection. These restrictions have now eased and have enabled us to provide more physical activity for prisoners.</p>	The Governor	January 2022
6.13	Recommendation (4.24): Managers should improve prisoners' access to IT-based learning and interactive resources to strengthen their literacy and numeracy skills. (To the governor)	Agreed	<p>HMP Usk and HMP YOI Prescoed have been supplied with upgraded laptops to improve prisoner access to Information Technology based learning.</p> <p>The Virtual Campus (VC) lead is exploring options to resolve the issues the prison has had with the system, so the system can be enabled, and its functionality can be restored. This is subject to funding being released to carry out the necessary repairs, which is anticipated to be by April 2022.</p> <p>The interactive literacy and numeracy are on a system called Wales Essential Skills Toolkit (WEST) which is not yet available in HMP Usk or HMP YOI Prescoed. It is scheduled to be installed in the next 12 months.</p>	The Governor	<p>Complete</p> <p>April 2022</p> <p>December 2022</p>
6.14	Recommendation (4.25): The prison's adherence to its Welsh language strategy should be strengthened further. (To the governor)	Agreed	To strengthen the prisons Welsh language strategy, a Welsh Language compliance audit will be completed, and the action plan updated.	The Governor	December 2021
6.15	Recommendation (5.9): Leaders should make sure that prisoners can make phone calls in private. (To the governor)	Agreed	All wing telephones have either a privacy hood fitted or are enclosed within a red telephone box affording the caller privacy, which all prisoners can access daily.	The Governor	Complete

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6.16	Recommendation (5.10): In-cell telephony should be installed. (To HMPPS)	Partly Agreed	<p>This recommendation is partly agreed as In-Cell Telephony installations are funded by a BT investment fund which has its own time/financial constraints. There are 13 remaining prisons within the closed estate that require this funding, one of which is HMP Usk. A date for installation cannot be confirmed at this time, however, discussions are continuing.</p> <p>The open estate including HMP YOI Prescoed is not currently in scope to receive In-Cell Telephony as part of the current installation plan.</p>	HMPPS	Ongoing
6.17	Recommendation (5.11): Leaders should increase access to secure video calling to maximise prisoners' opportunities to keep in contact with their children and families. (To the governor)	Agreed	HMP Usk and HMP YOI Prescoed will continue to promote and utilise the use of secure video calling at both sites. Use of the system will be monitored, and if uptake is limited this will be explored to determine how to overcome any identified issues.	The Governor	Complete
6.18	Recommendation (5.21): Probation offender manager staffing levels at Usk should be increased sufficiently to provide manageable caseloads which support effective case management of prisoners' sentence planning and progression. (To the governor)	Agreed	<p>Probation Service Wales are proactively seeking agency recruitment as an immediate measure and plan to initiate an external recruitment campaign.</p> <p>It is anticipated that HMP Usk will be assigned an increased number of Probation staff to be in place by July 2022. The exact number is due for review in early 2022. The initial ask has been for four extra Probation staff.</p>	The Governor	July 2022
6.19	Recommendation (5.28): An IRMT should be established at Prescoed to make sure prison-wide collaborative governance and oversight of risk management arrangements are in place. (Directed to: the governor)	Agreed	HMP YOI Prescoed have now established a monthly Interdepartmental Risk Management Team meeting, adhering to national guidance. Adhoc meetings will also be held when required. Terms of reference (ToR) and the agenda will record the attendance at each meeting, as set out in the national guidance. ToR will mandate attendance by the Senior Management Team.	The Governor	Complete

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6.20	Recommendation (5.32): The criteria for accepting prisoners with sexual convictions at Prescoed should be reviewed to ensure prisoners can progress as planned. (Repeated recommendation S45) (To HMPPS)	Agreed	HMPPS Wales and HMP YOI Prescoed will request another review of the criteria in light of HMIP concerns, and request that this is reviewed on an annual basis.	HMPPS	December 2021
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Recommendations	
Agreed	17
Partly Agreed	1
Not Agreed	2
Total	20

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