



HM Prison &
Probation Service

Action Plan: HMP Garth

Action Plan Submitted: 30 March 2023

A Response to the HMIP Inspection: 7 – 18 November 2022

Report Published: 6 March 2023

INTRODUCTION

HM Inspectorate of Prisons (HMIP) and HM Inspectorate of Probation for England and Wales are independent inspectorates which provide scrutiny of the conditions for, and treatment of prisoners and offenders. They report their findings for prisons, Young Offender Institutions, and effectiveness of the work of probation, and youth offending services across England and Wales to Ministry of Justice (MoJ) and 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 priority and key concerns. Action plans provide specific steps and actions to address the priority and key concerns, that are clear, outcome focussed, measurable, achievable, and relevant with the owner and timescale of each step clearly identified. Action plans are sent to HMIP and published on the GOV.UK website. Progress against the implementation and delivery of the action plans will also be monitored and reported on.



ACTION PLAN: HMCIP REPORT

ESTABLISHMENT: HMP GARTH

| 1. Rec No | 2. Concerns | 3. Response Action Taken/Planned | 4. Responsible Owner | 5. Target Date |
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| | Priority concerns | | | |
| 1 | Many aspects of the prison were in very poor condition. Lots of cells had insufficient furniture and some flooring was in decay, while most shower rooms were in a poor state and lacked privacy. | <p>A monthly standing order of in cell furniture is now in place. Wing managers will undertake a monthly enhanced accommodation fabric check using a RAG rating system, these will highlight deficiencies in cell furniture and will be replenished from in stock items.</p> <p>The replacement of decayed flooring in communal areas is currently taking place on a rolling programme.</p> <p>An Asset Improvement Bid has been submitted to repair and improve all showers on wings A to D.</p> <p>Showers are being repaired to an acceptable standard as an interim measure.</p> | <p>The Governor</p> <p>The Governor</p> <p>The Governor</p> <p>The Governor</p> | <p>July 2023</p> <p>December 2023</p> <p>December 2023</p> <p>December 2023</p> |
| 2 | The rate of non-attendance at health appointments was far too high. This impaired the efficient use of health resources, including clinicians' time. | <p>Healthcare now receives a list of prisoners attending activities in advance, this allows appointments to be sequenced to improve the non-attendance rate.</p> <p>A trial has commenced where prisoners are made aware of their GP appointments via in-cell technology. A review will be completed after the initial pilot period to ensure its effectiveness.</p> <p>Non-attendance rates for health appointments now form part of the weekly prison performance meeting where any issues are highlighted and rectified.</p> | <p>The Governor</p> <p>The Governor</p> <p>The Governor</p> | <p>Completed</p> <p>April 2023</p> <p>Completed</p> |
| 3 | Prisoners did not receive adequate time out of cell. The regime did not give them enough access to purposeful activity, especially through unemployment, the cohorting arrangements, and staff shortage. | <p>A staff reprofiling exercise and revision of the core day will take place to allow domestic sessions to be moved to the late afternoon and evening and full-time activities to be resumed. This will increase prisoners' time out of cell and the opportunity to attend activities.</p> | <p>The Governor</p> | <p>May 2023</p> |



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| | | <p>Allocation processes will be revised to maximise current spaces and improve efficiency.</p> <p>Risk assessments for all work areas and prisoners attending activities will be reviewed to ensure they match the current risk levels of activities within the workshops.</p> <p>A delivery plan for a revised education and training curriculum will be completed which will increase the number of learners attending accredited classes.</p> | <p>The Governor</p> <p>The Governor</p> <p>The Governor</p> | <p>May 2023</p> <p>June 2023</p> <p>April 2023</p> |
| 4 | <p>There were too few education spaces, and not enough of the available spaces in education, skills, and work were allocated. Attendance in education, skills and work activities was poor.</p> | <p>Allocation processes will be revised to maximise current spaces and improve efficiency.</p> <p>Risk assessments for all work areas and prisoners attending activities will be reviewed to ensure they match the current risk levels of activities within the workshops.</p> <p>A delivery plan for a revised education and training curriculum will be completed which will increase the number of learners attending accredited classes.</p> <p>The removal of cohorting arrangements as part of the revised core day will enable increased allocations to all education, skills and work activities based on individual need.</p> <p>The monitoring of non-attendance at education, skills and work activities has been reintroduced. This allows appropriate and robust follow-up action to be undertaken.</p> | <p>The Governor</p> <p>The Governor</p> <p>The Governor</p> <p>The Governor</p> <p>The Governor</p> | <p>May 2023</p> <p>June 2023</p> <p>April 2023</p> <p>June 2023</p> <p>Completed</p> |
| 5 | <p>Leaders did not provide a high-quality curriculum to meet the needs of the population, including support for those with additional learning needs. There was no effective quality assurance of education, skills and work.</p> | <p>A needs analysis is being completed to inform curriculum planning and ensure that the needs of the population including those with additional learning needs are met.</p> | <p>The Governor</p> | <p>June 2023</p> |



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| | | <p>The revised ADP will incorporate learning and progression for prisoners of all levels. A broader offer will increase the quality of the curriculum to support the needs of all learners.</p> <p>The induction programme will be delivered, this will ensure those with additional learning needs are identified at an early stage. The revised ADP has included additional support for these learners.</p> <p>Quality assurance processes are to be implemented across education, skills and work provision. Regular monitoring will also be conducted through performance and governance meetings.</p> | <p>The Governor</p> <p>The Governor</p> <p>The Governor</p> | <p>April 2023</p> <p>June 2023</p> <p>June 2023</p> |
| | Key concerns | | | |
| 6 | <p>Not enough was done to ensure prisoner safety following their arrival at the prison. Private risk interviews were too often superficial, lacked sufficient attention to risks and vulnerabilities, and were not followed up systematically on the following day.</p> | <p>HMP Garth will identify an area in Reception to allow confidential interviews to take place in private.</p> <p>There is a dedicated room for conducting private risk interviews on the Induction Unit. All induction staff have been reminded of the requirement for these interviews to be carried out in this area.</p> <p>The content of risk interviews has been reviewed to ensure risks and vulnerabilities are covered appropriately.</p> <p>The establishment will review induction processes to ensure risks and vulnerabilities are followed up systematically.</p> | <p>The Governor</p> <p>The Governor</p> <p>The Governor</p> <p>The Governor</p> | <p>May 2023</p> <p>Completed</p> <p>Completed</p> <p>April 2023</p> |
| 7 | <p>The use of body-worn video cameras during incidents involving force was too low. Important evidence showing the justification for force and attempts at de-escalation was not, therefore, routinely recorded.</p> | <p>Wing managers now report the use of body-worn video cameras (BWVC) at the daily operational meeting. Areas of concern are highlighted, and actions taken, including the developing and challenging of staff.</p> <p>The Use of Force scrutiny meeting now use BWVC footage for assurance and training purposes. Positive outcomes for staff are also highlighted to encourage use and best practice.</p> | <p>The Governor</p> <p>The Governor</p> | <p>Completed</p> <p>Completed</p> |



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| | | <p>BWVC version 2 has been introduced at HMP Garth and a new policy has been written to reflect this, the policy allocates a specific number of cameras to each area.</p> <p>Communications room staff now issue instructions for staff attending a general alarm incident to activate BWVC.</p> <p>Operational Managers now use BWVC footage as part of the adjudication process to support staff in its use.</p> | <p>The Governor</p> <p>The Governor</p> <p>The Governor</p> | <p>Completed</p> <p>Completed</p> <p>Completed</p> |
| 8 | <p>Drugs were too easily available. The mandatory drug testing rate was high, and searching procedures were insufficient.</p> | <p>Enhanced Gate Security is now fully operational with the installation of two X-ray machines. This has strengthened security and reduced the risk of the Gate area being an ingress point for illicit items.</p> <p>In response to the threat posed by paper impregnated with Psychoactive Substances and following a risk assessment the prison is now photocopying all incoming mail except for genuine legal privilege correspondence. Additionally, paper is not permitted to be brought into the establishment by staff or visitors without the approval of the Governor or Head of Security.</p> <p>To mitigate the risk of illicit articles being conveyed via the property of prisoners who transfer in to HMP Garth, all property is now searched by the Dedicated Search Team (DST) before being issued.</p> <p>Prisoners indicating on the body scanner are managed in line with the protocol for managing prisoners with illicit items.</p> | <p>The Governor</p> <p>The Governor</p> <p>The Governor</p> <p>The Governor</p> | <p>Completed</p> <p>Completed</p> <p>Completed</p> <p>Completed</p> |
| 9 | <p>Too many staff were passive or distant in their interactions with prisoners. The lack of time out of cell and an effective key worker scheme had a detrimental effect on staff-prisoner relationships, while staff did not always challenge low-level poor behaviour.</p> | <p>The establishment have reviewed the Incentives policy utilising input from the Psychology department. The policy is now more user friendly for all staff to understand and administer. A series of staff briefings and prisoner awareness sessions will take place before the relaunching of the scheme.</p> <p>Keyword delivery will be extended, this will be completed in conjunction with the review and re-launch of the local policy as well as the introduction of a staff reprofiling exercise.</p> <p>HMP Garth have recently introduced two new roles to support staff and better equip them to deal with the population at the prison. Improvements will be assessed and reviewed to ensure its effectiveness.</p> | <p>The Governor</p> <p>The Governor</p> <p>The Governor</p> | <p>April 2023</p> <p>May 2023</p> <p>June 2023</p> |



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| 10 | The application and complaint systems were not working well, with too many prisoners receiving answers late or not at all. When they did receive an answer, it often did not adequately address the issue raised. | The newly created digital application system is currently in its infancy and will be closely monitored via performance meetings. Trends will be identified to ensure prisoners are receiving timely and quality responses. | The Governor | Completed |
| | | Improvements have been made to the complaints process and the prison now monitor complaints daily at the morning briefing, functional managers also now receive copies of all complaints. Managers complete assurance on 10% of all complaints to ensure they are of the relevant quality and responses are in a timely manner. | The Governor | Completed |
| 11 | Too little was being done to understand and meet the needs of prisoners from protected characteristic groups across the prison. There was no needs analysis or strategic direction, which were necessary to support the promotion of equality. Consultation was infrequent and the analysis of data was too limited. | HMP Garth will complete a needs analysis to support the promotion of equality across the prison. | The Governor | September 2023 |
| | | Strand leads for protected characteristic groups have been identified and are attending respective consultation meetings. | The Governor | Completed |
| | | The prison has produced a calendar that includes a wide range of protected characteristics forums and consultation events. This has improved communication and outcomes for prisoners from protected characteristic groups. | The Governor | Completed |
| | | The prison will seek best practice from other establishments to improve data analysis and to develop staff working in the team. | The Governor | September 2023 |
| 12 | Poor infection prevention standards in clinical areas could expose patients to harm. | An action plan has been implemented and the Head of Healthcare alongside the Healthcare Governor are meeting on a regular basis to review the action plan and implement the necessary improvements. The action plan will be reviewed at the monthly Local Delivery Board. | Greater Manchester Mental Health (GMMH) NHS Foundation Trust | Completed |
| | | Daily checks of clinic areas are taking place and a full weekly inspection is being implemented in all areas. | GMMH NHS Foundation Trust | April 2023 |
| | | Greater Manchester Mental Health NHS Foundation Trust (GMMH) infection prevention control team have commenced quarterly inspections of the Healthcare department including Medication Administration Points and wing clinic rooms. | GMMH NHS Foundation Trust | Completed and ongoing |



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| 13 | <p>Governance of medicines management was not robust, which was linked to the shortage of pharmacy staff.</p> | <p>A review of staffing levels in the pharmacy at HMP Garth has taken place with two pharmacy technicians now working at the prison Monday- Friday.</p> | GMMH NHS Foundation Trust | Completed |
| | | <p>An audit has been completed to ensure medicines compact agreements are routinely completed for each individual patient. Those that were missing have been identified and completed.</p> | GMMH NHS Foundation Trust | Completed |
| | | <p>A checklist has been implemented for the reception nurse to follow to ensure relevant documentation is completed. A quality check is now being completed weekly to provide assurance.</p> | GMMH NHS Foundation Trust | Completed |
| | | <p>A risk assessment has been completed for delivery of medicines, the delivery is now taking place in an area of the prison that does not require lifting and involve the use of stairs. A trolley is now available, and the medication boxes are transported via a lift to the Healthcare department. Manual handling training has also been provided to staff working in the area.</p> | GMMH NHS Foundation Trust | Completed |
| | | <p>A risk assessment for the handing and pouring of methadone has been carried out.</p> | GMMH NHS Foundation Trust | Completed |
| | | <p>A methasoft machine, which will provide automated dosages to improve accuracy, will be ordered and the Medication Administration Point on F & G wings will be redesigned to accommodate this.</p> | GMMH NHS Foundation Trust | April 2023 |
| | | <p>An audit of controlled drug books has been completed, and training provided to healthcare staff. Weekly audits are now taking place by team leaders to provide governance.</p> | GMMH NHS Foundation Trust | Completed |
| | | <p>Storage for oxygen cylinders have been ordered and relevant signage is in place.</p> | GMMH NHS Foundation Trust | Completed |
| | | <p>All staff have read and signed the Homely Remedies policy; further sessions will take place by a senior nurse to provide assurance nursing staff understand the policy.</p> | GMMH NHS Foundation Trust | April 2023 |
| <p>Governance arrangements to ensure the safe and effective oversight of medicines management and prescribing practice will be introduced and include governance meetings. All staff will be informed attendance is</p> | GMMH NHS Foundation Trust | April 2023 | | |



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| | | mandatory and actions from meetings will be processed by the Head of Healthcare and the Lead Pharmacist. In the absence of the Lead Pharmacist the Head of Operations will discuss with another Lead Pharmacist from another establishment. | | |
| 14 | Leaders did not make sure that all prisoners received information, advice and guidance towards finding appropriate education, training or employment on release. | <p>Information, Advice and Guidance (IAG) will be offered by the education provider to help prisoners find appropriate education, training or employment on release.</p> <p>An outreach service will commence for budget, debt and money management, it will also assist with acquiring valid ID requirements and bank accounts at the point of release. The service will support Community Offender Managers (COMs) with referrals to education, training and employment provision upon release.</p> <p>A budget and money management course will commence at HMP Garth to support release provision and planning.</p> | <p>The Governor</p> <p>The Governor</p> <p>The Governor</p> | <p>April 2023</p> <p>April 2023</p> <p>October 2023</p> |
| 15 | Many prisoners felt stuck at Garth and could not progress in their sentence. Some routine reviews of security category were late and many who had been recategorized were not moved to a prison offering the right opportunities for them. | <p>HMP Garth, with agreement from Probation Service North West, are using remote workers as a temporary measure to reduce the backlog of outstanding Offender Assessment System (OASys) reviews. These are required for recategorization and to allow sentence progression.</p> <p>Probation Service North West will recruit four Probation Service Officers (PSOs) for HMP Garth. They will offer case management support to Prison Offender Managers (POMs) which will include assisting with recategorization information gathering. This additional provision will allow POMs to complete OASys reviews in a timelier manner.</p> <p>HMP Garth will work towards increasing staffing levels throughout 2023. This will reduce caseload size and give each POM increased capacity to ensure reviews of security categories are held within required timescales.</p> | <p>HMPPS</p> <p>HMPPS</p> <p>HMPPS</p> | <p>Completed and ongoing</p> <p>September 2023</p> <p>December 2023</p> |



