



HM Prison &
Probation Service

Action Plan: HMP & YOI Askham Grange

Action Plan Submitted: 5 October 2023

A Response to the HMIP Inspection: 19 June – 6 July 2023

Report Published: 25 September 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 His 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 & YOI ASKHAM GRANGE

1. Rec No	2. Concerns	3. Response Action Taken/Planned	4. Responsible Owner	5. Target Date
	Priority concerns			
1	Too few women were benefiting from the excellent rehabilitation and resettlement opportunities at Askham Grange. A quarter of places at the prison were unoccupied, even though many closed prisons were holding women assessed as suitable for open conditions.	<p>The Womens Directorate will undertake a review of the operation of open provision across the estate to ensure as many women as possible are able to benefit from the comprehensive resettlement facilities of the open prisons, this is to include those prisoners serving shorter sentences in a safe and secure manner.</p> <p>The Womens Directorate will develop materials to ensure that all women are aware of the categorisation process and the resettlement opportunities available to those categorised as open.</p> <p>The Womens Directorate will continue to review categorisation levels in all prisons and challenge where rates of categorisation are low.</p> <p>HMP & YOI Askham Grange will re-establish the work to promote the fantastic range of opportunities on offer within the establishment, this is to include increased use of a promotional video, visits to establishments and attending relevant forums.</p>	<p>Prison Group Director</p> <p>Prison Group Director</p> <p>Prison Group Director</p> <p>The Governor</p>	<p>April 2024</p> <p>April 2024</p> <p>Completed and Ongoing</p> <p>January 2024</p>
2	Leaders and managers had not been able to recruit to key leadership, teaching and training posts, which was limiting the range of education and training provision available to women.	<p>A new Head of Education, Skills and Work (HES&W) commenced employment in September.</p> <p>Vacancies in Catering and Farms & Gardens are being filled with the successful candidates due to commence work at the establishment January 2024.</p> <p>The teaching vacancy in Education has been advertised with the recruitment campaign currently ongoing.</p>	<p>The Governor</p> <p>The Governor</p> <p>The Governor</p>	<p>Completed.</p> <p>January 2024</p> <p>March 2024</p>



	Key concerns			
3	<p>In our survey, far more women than at our last inspection said they had felt unsafe at some point during their stay at the prison. In addition, far fewer women than at the previous inspection said staff treated them with respect and far more that they had received verbal abuse from them.</p>	<p>The establishment will commission the local Womens Estate Psychology Services (WEPS) team to conduct a survey to discover the precise nature of prisoners feeling unsafe.</p> <p>An action plan will subsequently be developed to reduce any identified safety issues.</p> <p>On completion of identified actions the population will be re-surveyed to establish if measures taken have reduced the number of prisoners feeling unsafe.</p> <p>The Deputy Governor now reviews responses to all allegations of reported incidents of verbal abuse by staff towards prisoners.</p> <p>All staff will now be required to complete refresher Trauma Informed (TI) training.</p> <p>All band 3-5 operational staff will be required to complete the e learning training Empowering Change: Working Well with Women. This together with TI will provide staff with the skills required to work with women offenders.</p> <p>Line mangers will complete 'Difficult Conversation' training, to effectively challenge the few whose behaviours do not match the standards required by the establishment.</p> <p>Functional Heads will assure the Deputy Governor via bi-lateral meetings that line mangers are challenging staff identified as not engaging with procedural justice processes.</p> <p>Progress will be monitored via prisoner council and other prison forums. A standing agenda item will be added around perceptions of safety and respect.</p>	<p>The Governor</p> <p>The Governor</p> <p>The Governor</p> <p>The Governor</p> <p>The Governor</p> <p>The Governor</p> <p>The Governor</p> <p>The Governor</p>	<p>December 2023</p> <p>February 2024</p> <p>March 2024</p> <p>Completed</p> <p>March 2024</p> <p>Jan 2024</p> <p>March 2024</p> <p>March 2024</p> <p>March 2024</p>
4	<p>Women were unable to review or seek to improve their employment related skills as recording of these achievements was not effective.</p>	<p>Prior to engaging in community/paid employment all prisoners will be issued with an Employment Folder as part of the education induction process. Employment history will be discussed, and employment targets will be set as</p>	<p>The Governor</p>	<p>December 2023</p>



		<p>actions in the folder by the Information, Advice and Guidance (IAG) co-ordinator.</p> <p>Managers in all employment areas will re-enforce the importance of supporting prisoners to make daily diary entries and for staff to make written entries on progress being made within the folder.</p> <p>Prisoner will be required to have achieved all their targets prior to attending paid and/or community work and this will be confirmed by the Employment Hub. Once targets have been reached the folders will be used during interviews to demonstrate the progress achieved.</p> <p>Three monthly rolling assurance checks will be introduced by the Head of Education, Skills, and Work to improve governance.</p> <p>Once in community/paid employment the Employment Hub will maintain files on all prisoners in paid or community work. The files will record employment related skills achieved and be populated by all staff having regular contact with prisoners including Key Worker, POM and Employment Hub.</p> <p>The weekly, multi-disciplinary Employment Board meetings will check files monthly as an assurance check and provide feedback to prisoners.</p>	<p>The Governor</p> <p>The Governor</p> <p>The Governor</p> <p>The Governor</p> <p>The Governor</p>	<p>December 2023</p> <p>December 2023</p> <p>March 2024</p> <p>January 2024</p> <p>January 2024</p>
5	<p>Plans for release on temporary licence (ROTL) home leave were unnecessarily detailed and prescriptive. Many women described fearing failure due to the requirement to develop very early prescriptive plans. They said it was very difficult to set out, several weeks in advance, every detail of what they would be doing during home leave and exactly when.</p>	<p>The establishment will review ROTL plan applications seeking best practice across the open estate, views of prisoners and expertise of the Offender Management Unit (OMU) team. Planned activity will be simplified and split into morning, afternoon, and evening periods rather than specific times. The prison will also reduce the amount of detail required to explain each activity.</p> <p>Whilst applications for ROTL will still be required to be submitted four weeks in advance to allow the necessary checks to take place, ROTL plans will only now require two weeks' notice.</p> <p>OMU managers will complete monthly Quality Assurance checks of one per Prison Offender Manager (POM) to improve governance.</p>	<p>The Governor</p> <p>The Governor</p> <p>The Governor</p>	<p>November 2023</p> <p>November 2023</p> <p>November 2023</p>



6	<p>The application and oversight of child contact restrictions required improvement.</p>	<p>HMP & YOI Askham Grange have reviewed child contact restriction procedures to ensure they comply with relevant HMPPS policies and frameworks.</p> <p>A prisoner assigned POM will complete a Person Posing a Risk to Children (PPRC) assessment within 14 days of the prisoner arriving at the establishment. These decisions will then be ratified by the next Inter-departmental Risk Management Team (IRMT) meeting.</p> <p>Attendance by other prison departments at IRMT meetings will be monitored by the Deputy Governor to ensure its effectiveness.</p> <p>The Head of Offender Manager Delivery (HOMD) will provide assurance that PPRC assessments are of the required quality.</p> <p>The Hub Manager now tracks and monitors all public protection processes ensuring staff are aware of all PPRC cases, child contact levels and harassment cases.</p> <p>The child contact folder is now kept up to date by the Hub Manager with the Weekend Orderly Officer briefing staff and signing it has been read. The Hub Manager now checks the process has been adhered to on a weekly basis.</p> <p>The Hub Manager now oversees that prison information system (P-Nomis) alerts are correct and up to date once initial assessments have been made.</p> <p>The Head of Security in partnership with the HOMD will provide necessary guidance to help staff overseeing visits, telephone and mail monitoring understand whether women should have contact with children.</p>	<p>The Governor</p> <p>The Governor</p> <p>The Governor</p> <p>The Governor</p> <p>The Governor</p> <p>The Governor</p> <p>The Governor</p> <p>The Governor</p>	<p>Completed</p> <p>December 2023</p> <p>December 2023</p> <p>December 2023</p> <p>Completed</p> <p>Completed</p> <p>Completed</p> <p>November 2023</p>
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