



HM Prison &
Probation Service

Action Plan: HMP/YOI Standford Hill.

Action Plan Submitted: 24th January 2025.

A Response to the HMIP Inspection: 8th – 9th & 20th – 24th October 2024.

Report Published: 3rd February 2025.

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 STANDFORD HILL

1. Rec No	2. Concerns	3. Response Action Taken/Planned	4. Responsible Owner	5. Target Date
	Priority concerns			
1	Communal residential areas were not clean enough. Leaders did not set and reinforce high enough standards of cleanliness in showers, toilets and food preparation areas.	HMP/YOI Stanford Hill have commenced a rolling programme of landing closures to focus on improving the level of cleanliness in showers/toilets, as well as room refits being undertaken while low occupancy rates allow. A planned upgrade to electrics on Wings will allow additional domestic catering equipment to be installed in food preparation (communal) areas. Food communal areas have also been added to the Cleaning Schedules and QA process to monitor compliance	Governor.	April 2025.
2	Too many prisoners were allocated to wing work, such as cleaning and servery work, and were therefore underemployed. They were also poorly supervised.	Following the inspection the prison has undertaken an activity profile and pay policy review, reducing allocated wing work and added incentives for community Released On Temporary Licence (ROTL) work. HMP/YOI Stanford Hill have commenced use of an external training provider to upskill existing allocation of wing cleaners and staffing focus of acceptable standards.	Governor. Governor.	Completed. Completed.



	Key Concerns			
3	Leaders did not ensure that prisoners arrived punctually to education, skills and work activities. This limited the development of important employability skills.	HMP/YOI Stanford Hill will publish a new attendance and punctuality plan, which will be communicated to all staff and prisoners and ensure ongoing compliance across all areas. Policy includes process for 'spot checking' and evidence and data gathered will be discussed in the Quality Improvement Group quarterly meetings.	Governor.	March 2025.
4	Some prisoners experienced long delays before accessing release on temporary licence (ROTL). Communication about delays and action being taken to progress the ROTL application was not always clear.	A process for escalation for those delayed in ROTL applications has been implemented and communication with leaders within geographical areas of known concern have been established. A log of escalations will be reported via Monthly Senior Leaders Meeting by Head of Offender Management Service (HOMS) / Head of Offender Management Delivery (HOMD). HMP/YOI Stanford Hill has re-introduced Offender Management Unit surgeries. The effectiveness of these surgeries will be monitored via Complaints data and feedback on perceptions presented at Prisoner Council and Wing Consultative Meetings.	Governor.	Completed.
5	Some prisoners were released from the prison without their multi-agency public protection arrangements (MAPPA) management levels being confirmed. Processes to identify these levels were not sufficiently robust.	HMP/YOI Stanford Hill have reviewed the terms of reference of the Interdepartmental Risk Management Meeting to ensure early identification of MAPPA releases and necessary actions prior to discharge; including timing of appropriate escalation process if communication from Community Offender Manager (COM) is not forthcoming.	Governor.	Completed.



		Upon review the meeting structure was altered to have 2 focused meetings addressing People Posing Risk to Children (PPRC) and Release Preparation. These new Terms of Reference (ToR) have been communicated to all relevant stakeholders.		
--	--	--	--	--

