

Action Plan – Carl Simon Armstrong at HMP Nottingham on 06/10/17

No	Recommendation	Accepted/Not Accepted	Response	Target date for completion and function responsible
1	The Governor should ensure that reception staff have a clear understanding of their responsibilities and the need to share all relevant information about risk, and that they consider and record all the known risk factors of a newly arrived prisoner when determining the risk of suicide and self-harm, and open ACCT procedures when indicated.	Accepted	<p>All relevant staff will be briefed by May 2018, both verbally and in writing that they must consider all relevant information about risk, and should record all the known risk factors of a newly arrived prisoner when deciding whether or not to open an ACCT.</p> <p>A full staff briefing took place in March 2018 which focused on risk factors that all staff need to be aware of and act upon. This was also followed up with a copy of the power point presentation which was sent out as a global email to all staff.</p>	Head of Healthcare Head of Safer Prisons and Equality May 2018
2	The Governor should ensure that all staff in contact with prisoners are trained in ACCT procedures, in line with the requirements of PSI 64/2011.	Accepted	<p>A schedule of shut down training days has been agreed and the establishment is currently in the process of planning and prioritising training to be delivered to staff.</p> <p>ACCT training for all staff who have contact with prisoners, including Healthcare staff, will be built into the published training plan so that levels of training can be projected and monitored. All training will be completed by June 2018.</p>	Governor Head of Projects June 2018
3	The Governor should ensure that officers have meaningful contact with prisoners during their first weeks in custody, including individual conversations that allow them to get to know prisoners and identify their needs.	Accepted	A review of Induction and First Night processes is currently underway, and the first meeting of the Early Days working party will take place in April 2018.	Governor Head of Residence Heads of Safer Custody Head of Projects

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			<p>A business case will also be submitted in April 2018 to increase the staffing level in the Safer Custody Department. It is envisaged that this will enable staff to have private individual conversations with prisoners on initial reception and during early days in custody, which will be based around risk factors and individual needs.</p> <p>Key worker provision will also be increased to fifty by the end of April 2018, and this will then be rolled out to prioritise prisoners who are at risk of self-harm or suicide, have complex needs or who are identified as requiring additional one to one support.</p>	June 2018
4	The Governor should ensure there are effective supply and demand reduction strategies to help eradicate the availability of new psychoactive substances and that staff are vigilant to signs of its use and take appropriate action.	Accepted	<p>Under the Urgent Notification process, a Drugs Vulnerability Assessment will be carried out at HMP Nottingham by July 2018.</p> <p>In March 2018, the Security, Order and Counter Terrorism Team (SOCT) carried out a Drug Strategy diagnostic which will inform the actions to be taken to address the issue of supply and demand of psychoactive substances within the establishment going forward.</p>	Governor Head of Security Head of Reducing Reoffending July 2018

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			<p>Following the Drug Strategy diagnostic, the establishment will receive an action plan with areas to focus efforts on as well as recommendations to disrupt drug supply and demand.</p> <p>Once this has been received, the Head of Security, Head of Reducing Reoffending and the Senior Management Team will decide how to implement the recommendations and whether any additional resources are required. Regular communications and information will be distributed to all staff through global emails, notices to staff and staff briefings to ensure that staff are informed of any changes to working practices or information regarding signs of psychoactive substance use and the appropriate action to be taken.</p>	