

Action Plan – Raymond Bolton Rockwood Approved Premises Released from HMP Hull – Self Inflicted on 03/07/2019

No	Recommendation	Accepted/Not Accepted	Response	Target date for completion and function responsible
1	The Governor should ensure that key workers are allocated sufficient time for an average of 45 minutes per prisoner per week for delivery of the keyworker role, which includes individual time with each prisoner.	Accepted	<p>To ensure prisoners are given sufficient weekly access to their keyworkers, a review of keyworker hours will take place as part of an on-going staff re-profiling exercise. This will also look at improving the current timescales involved when allocating a keyworker, as well as the time between allocation and initial contact.</p> <p>Staff have been reminded during keyworker briefings, of the importance of recording all keyworker sessions undertaken and of seeing their prisoners on a weekly basis, to ensure that any outstanding issues are followed up.</p> <p>Each Custodial Manager is required to carry out a weekly 10% management check of their officer's keyworker entries. Any concerns identified will be dealt with through first line management of individuals. General learning will be disseminated to all keyworkers via the keyworker briefings.</p> <p>In addition, the keyworkers management checks will become part of the monthly bi-lateral discussions with Head of Residence Services/Head of Residence Safety and respective managers, to ensure any emerging issues are addressed.</p>	<p>Head of Business Assurance April 2020</p> <p>Head of Residence Services/ Head of Residence Safety January 2020</p>