

Action Plan in response to the PPO Report into the death of Mr Ricardo Cotteral 24 April 2022 at HMP Sudbury

Rec No	Recommendation	Accepted / Not accepted	Response Action Taken / Planned	Responsible Owner and Organisation	Target Date
1	<p>The Governor should ensure that:</p> <ul style="list-style-type: none"> • All ROTL board reviews and decisions are made in or following a discussion or meeting between the board members and any other relevant individuals. • An urgent ROTL board review takes place when there is evidence to suggest an increased risk. • Staff act on and share all information with OMU that indicates that ROTL may no longer be appropriate due to increased risk. 	Accepted	<p>HMP Sudbury now holds initial ROTL boards in person, wherever possible, and all required participants contribute to the decision-making process. The prison offender manager (POM) contacts security, police, the community offender manager (COM) and social services for the initial board and includes contributions in their risk assessment. If there is a complex medical concern, the POM discusses with healthcare whether any reasonable adjustments are required.</p> <p>An urgent ROTL board review is held where information suggests that there is an increased risk that a prisoner will not comply with ROTL. This is obtained from security information, safety intervention meetings, safer custody meetings, interdepartmental risk management meetings, adjudications or following a breach of licence conditions.</p>	Head of Offender Management Unit and Head of Security, HMPPS	Completed

	<ul style="list-style-type: none"> • Staff put negative entries and security information on the prison's case management system so they can be identified in pre-ROTL checks and considered by the authorising manager. 		<p>HMP Sudbury has processes in place to highlight any increase in risk. There is a daily triage of security information, which the security analysts coordinate, to ensure information is disseminated to the relevant department and appropriate actions taken. This information is taken from various sources, including the digital prisons system (DPS).</p> <p>Any serious breach of ROTL conditions or discipline could result in an immediate suitability review that is chaired by the operational manager on that day. The review is multi-disciplinary and if available involves the offender management unit (OMU), healthcare, and security in the decision-making process.</p> <p>Information about a prisoner's behaviour is recorded on DPS, and staff are regularly reminded at staff briefings to record information about prisoners on DPS to allow for effective information sharing. DPS is reviewed by the OMU as part of the decision-making process for ROTL risk assessments. Security information is disseminated directly to the POM and a check of intelligence is completed as part of both the initial and review of ROTL.</p>		
2	The Ministry of Justice's Release Policy Team should amend the ROTL Policy Framework to include that healthcare staff are consulted	Accepted	The Release Policy Team will amend the ROTL Policy Framework to include that healthcare staff are consulted when there is information available to indicate concerns about a prisoner's ability to	Release Policy Team, Ministry of Justice	Completed

	when there is information available to indicate concerns about a prisoner's ability to comply with ROTL.		comply with ROTL. A note will be sent to prisons informing them of the upcoming change to the Policy Framework. This change will be effective following the email being sent. The ROTL Policy Framework will be updated and reissued in due course to reflect this.		
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