

## Action Plan in response to the PPO Report into the death of Mr Gary Davies on 10/06/2021 at HMP Leeds

| Rec No | Recommendation                                                                                                                                                               | Accepted / Not accepted | Response Action Taken / Planned                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Responsible Owner and Organisation | Target Date  |
|--------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|--------------|
| 1      | The Governor should ensure that staff are given clear guidance about the purposes of welfare calls and checks, how to conduct them and how to follow up any concerns raised. | Accepted                | <p>The guidance regarding the purpose of welfare calls and checks has been reviewed and re-issued as a Governor's Order. This will ensure staff are aware of their responsibilities when undertaking the required checks and how to escalate any concerns.</p> <p>A quality assurance process has also now been included as part of the Night Orderly Officer's assurance checks. This will ensure procedures regarding welfare calls and checks are being correctly adhered to. Any identified issues will be followed up with staff on an individual basis as necessary.</p> | Head of Safety HMPPS               | Completed    |
| 2      | The Governor should ensure that all prison staff are made aware of and understand PSI 03/2013 and their responsibilities during medical emergencies.                         | Accepted                | A Staff Information Notice (SIN) will be reissued via global email to ensure staff are aware of their responsibilities during medical emergencies, in line with the guidance set out within PSI 03/2013.                                                                                                                                                                                                                                                                                                                                                                       | Head of Safety HMPPS               | January 2022 |

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|---|-----------------------------------------------------------------------------------------------------------------------------------------------|----------|---------------------------------------------------------------------------------------------------------------------------|-------------------------|-----------|
|   |                                                                                                                                               |          | The Training Manager will also ensure all new staff are aware of their responsibilities as part of the induction process. |                         |           |
| 3 | The Governor should share a copy of this report with Officer B and arrange for a senior manager to discuss the Ombudsman's findings with him. | Accepted | The Head of Safety has shared and discussed the content of this report with the named officer.                            | Head of Safety<br>HMPPS | Completed |