

Action Plan – Marcin Dlugolecki at HMP Nottingham on 01/02/2017

No	Recommendation	Accepted/Not Accepted	Response	Target date for completion and function responsible
1	The Governor should ensure that prisoners can make international calls from the reception telephones	Accepted	Since August 2017, all prisoners have been able to make international calls from the reception telephones. All prisoners will be reminded of this facility via a prisoner information notice by September 2017.	Governor Business Hub Manager September 2017
2	The Governor should ensure that cell bells are muted only in exceptional circumstances, and after a senior officer has assessed the prisoner themselves.	Accepted	<p>A Governor's Order will be issued in September 2017 to remind staff that cell bells must only be muted in exceptional circumstances, and only after a senior officer has assessed the prisoner. The Governor's Order will also remind staff about the response time for answering cell bells.</p> <p>A copy of the Governor's Order is available in the staff shared drive and as reference material in the night patrol folder for managers. A notice to prisoners will also be issued in September 2017 about the misuse of cell bells.</p>	Governor Head of Safer Custody September 2017
3	The Governor should ensure that all prison staff are made aware of PSI 24/2011 and Nottingham's local Instruction and that they understand that, subject to a personal risk assessment, they should enter a cell at night when there is potentially a risk to life.	Accepted	<p>A Governor's Order was issued to staff in August 2017, reminding staff of PSI 24/211 Management and Security of Nights. The Governor's Order reminded staff of local night instructions and the need to make a rapid dynamic risk assessment about when staff must enter a cell to preserve life.</p> <p>Orderly officers who manage the prison during night state will be briefed again in September 2017 on the importance of this order and the need to remind night staff about it when they begin duty. Compliance of this will be monitored during Duty Governor rounds and night visits, with any areas of concern reported to line managers for further investigation or support.</p>	Governor Head of Safer Custody September 2017

