



**PPO ACTION PLAN:**

<b>Offender Name</b>	<b>Francis Phelps</b>
<b>Approved Premises</b>	<b>Chorlton, Manchester</b>
<b>Date of Death</b>	<b>10<sup>th</sup> June 2018</b>
<b>Date of Action Plan</b>	<b>02<sup>nd</sup> May 2019</b>

No	Recommendation	Accepted / Not accepted	Response	Target date for completion and function responsible	Progress (to be updated after 6 months)
1	The National Probation Service should ensure that when staff suspect that a resident is under the influence of an illicit substance, they monitor him appropriately and seek medical assistance immediately if his condition worsens, in line with the requirements of the AP Manual.	Accepted	<p>National Probation Service updated the Safe Working Practice Document in December 2018 which sets out the guidance. The document was relaunched within all Approved Premises to be utilised in addition to the AP Manual</p> <p>The National Approved Premises Reference Group had SWP document as an agenda item with all AP area managers on 12/12/18 to promote the revised document</p> <p>The Health &amp; Safety Leads in each division launched this new document with HoPP's, AP Area managers and AP managers who have briefed their staff. Every AP now have a SWP document specific to their own AP.</p> <p>The guidance gives specific instructions on the Do's &amp; Don'ts when a resident is suspected of being under the influence of PS and mandates that staff must always seek medical assistance from emergency services.</p> <p>The current process in relation to learning from PPO recommendations has been reviewed and updated on EQuIP. Going forwards, National and</p>	<p>Completed April 2019</p> <p>Completed December 2018</p> <p>Completed prior to 1/4/19</p> <p>Completed May 2019</p>	

			<p>Local recommendations will be discussed at the AP Reference group as a standard agenda item. Learning will be disseminated to all AP staff via their team meetings.</p> <p>An AP toolkit has been developed in conjunction with Public Health England regarding PS the challenges and management providing further guidance to AP staff. National rollout has commenced. Training for AP managers and staff is mandatory.</p> <p>As part of the AP Manual review an instruction will be produced which will outline mandatory actions for staff to undertake when managing residents under the influence of PS. This instruction will specify the monitoring of residents suspected of being under the influence of PS.</p>	<p>Last training date 31/07/2019</p> <p>December 2019</p>	
2	The National Approved Premises Team should review its strategy to reduce the supply and demand for PS in Approved Premises, including developing mechanisms to test for PS use.	Accepted	The National Probation Service Manual review will review the supply and demand strategy for approved premises building on the AP Safe Working Practice Document and in conjunction with the AP governance board substance misuse sub group which is reviewing the AP drug testing policy. The review will consider and explore potential options in respect of PS testing.	December 2019	