

# Action Plan in response to the PPO Report into the death of Mr Brett Lowe on 18/07/2018 at HMP Nottingham

Rec No	Recommendation	Accepted / Not accepted	Response Action Taken / Planned	Responsible Owner	Target Date
1	The Governor should ensure that prison staff record all significant events and concerns about prisoner behaviour in the wing observation book and NOMIS records.	Accepted	<p>All incidents are triangulated with observation book entries and the IRS reports and fed back in the weekly operational meeting. If an incident has been reported on IRS and not updated in the observation book this is picked up in that assurance check. The Orderly Officer when collating the information about an incident will add to the operational report that the wing observation book has been updated as an action from that incident. They also ensure that a note is written on the NOMIS records of all involved.</p> <p>The Evidence Collator that sits between security and safety also cross-references the briefing sheet with any incidents and checks that everything has been recorded as necessary, including NOMIS notes.</p> <p>A notice to staff will be published to remind all staff that any concerns regarding a prisoner, or any significant events should be noted on NOMIS.</p>	Head of Residence/ Head of Safety	March 2022



2	The Governor should ensure that prison staff review CSRA assessments if evidence comes to light that might suggest an increased level of risk to other prisoners.	Accepted	<p>CSRAs are reviewed weekly at the SIM/Safeguarding meeting. These are CSRAs that are due regular reviews or when new information comes to light to a department. If the information involved suggests an immediate risk, then the prisoner will be moved to a single cell. Since 2018 Supervising Officers have regularly referred prisoners for CSRA reviews.</p> <p>A notice to staff will be published to remind staff that when there is evidence of increased risk, they should contact the Orderly Officer or Duty Governor to ensure that any necessary action is taken.</p>	Head of Safety	February 2022
3	The Governor should commission a disciplinary investigation into the contradictory reports from the night officer, the OSG and the Night Orderly Officer on the events of the night of 17/18 July and take appropriate action on the investigation findings.	Accepted	The Governor has commissioned an investigation to be conducted by an independent Governor from another establishment. Any recommendations made by the investigating Governor will be implemented accordingly.	Governor	April 2022
4	The Governor should ensure that staff act appropriately and separate prisoners whenever there is a significant altercation between cellmates.	Accepted	Custodial Managers and Supervising Officers are aware of the need to separate prisoners who have been involved in an altercation in cell. Since 2018, when there have been incidents, the prisoners involved have been separated until the facts of the incident can be established.	Head of Residence	February 2022



			A communication will go to all staff to remind them that when there is a significant altercation, prisoners should be separated.		
5	The Governor should ensure that night staff provide a full briefing of any significant events to the oncoming day staff at handover.	Accepted	<p>Unit staff are profiled a 15 minute handover period to ensure a thorough handover can take place. The wing observation books have a clear segment where any handover notes can be made and logged.</p> <p>Night sheets are completed logging any incidents of importance and these are sent to the orderly officer at the end of the shift. Any incidents are logged onto the operational report and fed back in the morning operational meeting.</p> <p>The permanent nights group will be reminded of the importance of logging all incidents on their night sheets, and the Night Orderly Officers will be reminded that they should brief their staff accordingly.</p>	Head of Residence	Completed

