



**PPO ACTION PLAN:**

<b>Offender Name</b>	Daniel John VARNDELL
<b>Approved Premises</b>	Dickson House SWSC
<b>Date of Death</b>	12/05/2020
<b>Date of Action Plan</b>	13/04/2021

Recommendation	Accepted / Not accepted	Response	Target date for completion and function responsible	Progress reporting
The Manager of Dickson House should ensure that, in case of future deaths, the AP appoints a dedicated family liaison officer and that their responsibilities are set out in local guidance	Accepted	The Senior Manager responsible for this AP will ensure that all AP Managers including the Manager at Dickson House understand their responsibilities as per national guidance.	April 2021  Head of Public Protection (SWSC)	
The National Probation Service should amend the guidance in the Approved Premises Manual (Annex D) to ensure that staff are aware of their responsibilities when an AP resident dies in the community	Accepted	In 2019 all aspects of the AP Manual relating to the death of a resident was reviewed. A new Approved Premises Instruction was produced and published on the electronic library HMPPS EQuIP (Excellence and Quality in Processes) which all staff can access.  NAPT will further review this process and relaunch to all AP staff.	June 2021  National Approved Premises Team	