

Action Plan in response to the PPO Report into the death of Mr Raymond Quinn 09/06/2022 HMP Littlehey

Rec No	Recommendation	Accepted / Not accepted	Response Action Taken / Planned	Responsible Owner and Organisation	Target Date
1	The Governor should ensure that when a prisoner is terminally ill in hospital, staff consider release on temporary licence (ROTL) and progress the application promptly.	Accepted	<p>The following process has been implemented:</p> <ul style="list-style-type: none"> - Offender Management Unit (OMU) are made aware of a prisoner being on a bed watch due to a terminal illness or are likely to be at hospital for an extended period of time (via daily briefing, Orderly Officer, Duty Governor or Healthcare) - Within 1 working day Head of Offender Management Services (HOMS) and Head of Offender Management Delivery (HOMD) will have an initial discussion regarding whether it would be appropriate to progress a ROTL application. This will be in line with criteria in ROTL policy framework and reported circumstances. - Information from all other stakeholders (eg FLO, healthcare, CM/Governor carrying out 	<p>HMPPS Offender Management Unit, HMP Littlehey</p> <p>Head of Offender Management Services</p>	Ongoing



			<p>bed watch checks) will be sought to inform decision about whether to progress ROTL.</p> <ul style="list-style-type: none">- The initial discussion is recorded on a ROTL spreadsheet saved in the P:Drive as well as recorded on DPS under 'Release on Temporary Licence' and 'General'. The decision will be recorded clearly on both individual's DPS record and the ROTL spreadsheet.<ul style="list-style-type: none">o <i>If the decision is to not continue with an application, then the process will stop at this juncture.</i>- If the decision is to progress with ROTL then the information will be passed to the Business Admin in OMU to start the process with this step being recorded on individual's DPS record and the ROTL spreadsheet.- If the decision has been made not to continue with the ROTL, but circumstances change, and it needs to be reconsidered then this will also be recorded on the individual's DPS record and the ROTL spreadsheet with the reasoning. This will need to be supported, again with information from relevant stakeholders.		
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