

# Action Plan in response to the PPO Report into the death of Mr Philip Huggins on 23 June 2022 at HMP Frankland

Rec No	Recommendation	Accepted / Not accepted	Response Action Taken / Planned	Responsible Owner and Organisation	Target Date
1	The Governor should ensure that relevant CCTV footage is retained and provided to the Ombudsman's office following a death in custody, in line with national instructions.	Accepted	<p>A Governors Notice To Staff was published to all staff explaining the following:</p> <p>If you are involved in such an incident, please ensure that you speak with the relevant manager of that area and/or the Orderly Officer. This will act as a prompt for them to ensure any necessary footage is saved.</p> <p>The Orderly Officer or unit manager, when dealing with such an incident should ensure that the required footage is saved.</p> <p>Any CCTV footage should be managed and stored in line with the current CCTV protocols and policy. A copy of which can be attained from the Business unit, DST or on the Z drive.</p> <p>CCTV footage will be stored and made available to the Ombudsman.</p>	Head of Safer Custody	November 2022



2	<p>The Governor should ensure that all prison staff are made aware of and understand their responsibilities during medical emergencies. In particular, staff should enter a cell where there appears to be immediate danger to life, subject to a dynamic risk assessment.</p>	Accepted	<p>A Governor's notice has been published to all staff, explaining their responsibilities during a medical emergency.</p> <p>This explains the process and requirements for entering cells in patrol and night states when an emergency occurs.</p> <p>It also reminds the Night Orderly Officer and the night staff to read the Night procedures. This explains the need to understand what processes need to be followed. They also sign to say that they have read such instructions. This includes all night staff including any OSG grades that have been deployed. A daily management check of the documentation is completed.</p> <p>A monthly check of understanding the Night procedures forms part of the Duty Governor's night visit.</p>	Head of Safer Custody	March 2023
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