

# Action Plan in response to the PPO Report into the death of Mr Richard Payne 15/05/2022 HMP Wayland

Rec No	Recommendation	Accepted / Not accepted	Response Action Taken / Planned	Responsible Owner and Organisation	Target Date
1	<p>The Governor and the Head of Healthcare should ensure that all staff have a clear understanding of their responsibilities to manage prisoners at risk of suicide and self-harm in line with national guidelines and, in particular:</p> <ul style="list-style-type: none"> <li>• The need to record, share and consider all relevant information about risk, and start ACCT procedures when indicated.</li> <li>• All staff receive appropriate ACCT training.</li> </ul>	Accepted	<p>Weekly ACCT training sessions which are delivered by the Training Manager began in May 2023. These provide basic ACCT awareness and ensure that all staff have a clear understanding of their responsibilities to manage prisoners at risk of suicide and self-harm in line with national guidelines. The Training Manager will provide a monthly report outlining the staff training levels to the Suicide and Self-Harm (SASH) Manager.</p> <p>The training sessions include guidance for staff on need to record, share and consider all relevant information about risk, and start ACCT procedures when required.</p> <p>Healthcare staff will also attend the ACCT training sessions, in line with the PPG local training action plan. The Head of Healthcare will also ensure attendance of healthcare staff at daily and bi-weekly Safety Intervention Meetings (SIM) to discuss and share key safety information.</p>	<p>Head of Business Assurance People Hub Manager HMPPS</p> <p>Head of Healthcare Practice Plus Group (PPG)</p>	Completed
2	The Governor should ensure that all information indicating violence, bullying and intimidation is fully coordinated and investigated and that	Accepted	A daily Safer Prisons briefing is now held to discuss all complex prisoners, including violent perpetrators, CSIP interventions and Reintegration plans. This is attended by multi-disciplinary staff and ensures that any	Head of Safer Prisons HMPPS	Completed



	apparent victims are appropriately supported and protected.		<p>information indicating violence, bullying and intimidation is fully coordinated and followed up for investigation.</p> <p>A multi-disciplinary fortnightly Safety Intervention Meeting (SIM) is also held in which individuals whose behaviour and conduct is causing concern are discussed in more detail. All prisoners that meet the criteria are automatically referred to the SIM to be discussed and key information is shared. A tasking log has been added to both of these meetings which is used to monitor all actions until their completion.</p> <p>Additionally, a single Case Co-ordinator strategy has been introduced and embedded in order to ensure that all victims of bullying and intimidation are supported by the national CSIP process.</p>		
3	The Governor should ensure that all prison staff are made aware of and understand their responsibilities during medical emergencies, including that staff enter cells as quickly as possible in life-threatening situations, subject to a dynamic risk assessment.	Accepted	<p>Guidance for all staff on medical emergency codes, when to perform CPR and on entering a cell in an emergency was issued in May 2022 and will be reissued bi-monthly as a reminder for staff, including all new staff.</p> <p>The guidance includes the instruction that in situations where life appears to be endangered, staff may open and enter cells on their own when they have undertaken a dynamic risk assessment and believe that it is safe to do so, and after informing the control room.</p>	Head of Safer Prisons HMPPS	Completed
4	The Governor should ensure that a senior manager shares this report with Officer A and discusses the Ombudsman's findings with him.	Accepted	A meeting will be held with the member of staff to share the report and discuss the findings and to provide further guidance. This will be supported by the local Well-being Manager.	Head of Safer Prisons Well-being Manager HMPPS	June 2023



5	The Governor should ensure that suitable arrangements are made to contact the next of kin in line with PSI 64/2011.	Accepted	<p>The local contingency plans have been reviewed by the relevant managers and updated guidance will be issued on how to contact the next of kin.</p> <p>The FLO policy will be provided as part of the death in custody contingency plan which will include instructions that when the next of kin is a long distance from the prison, the nearest prison will visit the family wherever possible.</p>	SASH Manager Operations Manager HMPPS	June 2023
6	The Governor should ensure that operational staff have up to date training in order to administer basic first aid, in line with the provisions of PSI 29/2015.	Accepted	<p>The Training Manager will ensure regular first aid training is available to all staff and will also provide a monthly report to the SASH Manager advising on the progress of the training. Monitoring the training levels will ensure that sufficient numbers of staff are trained to meet the requirements of PSI 29/2015.</p> <p>The Training Manager will also recruit additional first aid trainers through an Information to Colleague notice.</p>	Head of Business Assurance People Hub Manager HMPPS	June 2023

