



National Offender
Management Service

**Annex to East Midlands
Service Level Agreement
for Prison Services Commissioned
by the National Offender
Management Service from the
Public Sector Provider**

Between

**The National Offender Management
Service as Commissioner and**

Her Majesty's Prison Service

for

HMP Leicester

Local Establishment Annex 2014-15

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Version Control Table		
Version No.	Reason for Issue / Changes	Date Issued / Amended
P1.0	Published for Commissioning Round from 2014	01 April 2014

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This document is the Local Establishment Annex 2014-15 to the East Midlands Regional SLA 2014-17. The Regional SLA, including this Annex, has been agreed between NOMS commissioners and the Deputy Director of Custody and signed by both parties confirming the agreement.

Section 1: Service Overview

From the **Commencement Date**, **HMPS** will deliver offender services as set out in this **SLA** and applicable **NOMS service specifications**. Additional commissioning arrangements with the YJB will be described within the National YJB SLA.

1. Establishment Details

Table 1: Establishment Details	
Establishment name	HMP Leicester
Establishment type	Local resettlement
Specialist function	
Security Category / Categories:	Category B or lower
Annual Operating Price	7,704,548

2. Establishment Population

HMPS shall provide the Operational Capacity and Certified Normal Accommodation (CNA) at the **Establishment**, as recorded in the table below. There is a legal requirement for any variations to Operational Capacity or CNA to be approved through the cell certification process set out in PSI 17/2012 Certified Prisoner Accommodation. Where there is a material difference between the commissioned Operational Capacity and CNA recorded in the table below and the certified levels, the **Notice of Change** process must be followed.

Table 2a: Capacity Specification	
Certified Normal Accommodation	214
Operational Capacity	408

Any restrictions in the establishment's allocation criteria must be recorded in the Population Specification in the table below. Material changes to the Population Specification must be agreed between the **Commissioner** and **HMPS** in advance of the change in population, using the **Notice of Change** process.

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Table 2b: Population Allocation Specification	
Gender:	Male prisoners only
Age:	Adults (21 and over) and starred up Young Adults (18-21) (subject to agreement with DDC)
Security Category:	Category B or lower
Sentence Status:	Remand and Sentenced prisoners
Sentence Length / Type:	No restrictions 20% unsentenced, 32% resettlement,
Offence Type:	No restrictions
Nationality:	No restrictions

The assumptions of the **Commissioner** regarding the origins of the **Establishment's** population, the estimated numbers comprising each population segment and any specialist function are as recorded in the tables below. Some variance is always to be expected in the Population Assumptions, but where there is a material change between the assumptions recorded in the table below and the actual population held at the **Establishment**, the **Notice of Change** process must be followed.

Table 2c: Population Assumptions – Origin of the Population
<i>HMP Leicester is a local prison holding male prisoners aged 21 and over. The population is mainly comprised of remand prisoners and newly sentenced prisoners. This establishment mostly holds prisoners remanded or sentenced by courts in the East Midlands region and receives most of its prisoners from courts in the area, particularly Leicester.</i>

Table 2d: Population Assumptions – Estimated Background of the Population							
OCTOBER 2014							
	Cat A	Cat B	Cat C	Cat D	Male YO	Other	Total
Prisoners on remand, convicted unsentenced, or sentenced uncategorised	0	0	0	0	0	84	84
Prisoners sentenced to less than 12 months	0	0	156	0	0	0	156
Determinate prisoners serving 12 months or more but less than 4 years	0	0	0	0	0	0	0
Determinate prisoners serving more than 4 years	0	0	0	0	0	0	0
Indeterminate prisoners	0	0	0	0	0	0	0
Determinate and indeterminate Recallees	0	0	0	0	0	0	0
Non-criminals	0	0	0	0	0	0	0
Resettlement	N/A	N/A	128	N/A	N/A	N/A	128
Discretionary	N/A	N/A	40	N/A	N/A	N/A	40
Total	0	0	324	0	0	84	408
Resettlement	yes	Reset %		32	Reset No.		128
Specialist Function							

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SECTION 2: ESTABLISHMENT DELIVERY

Table 3: Local Response to Commissioning Intentions	
CI Title & No.	Response to Commissioning Intention
1(a) There is a sense of purpose in relation to rehabilitation, desistance, and progression through a sentence which is shared and understood by all who work with offenders.	<p>HMP Leicester support this intention by:</p> <ul style="list-style-type: none"> • Communicate and deliver on the vision of HMP Leicester to implement a Whole Prison Approach where Every Contact Matters and ensure that every member of staff is fully aware of their role in promoting and delivering positive change and progression in order to develop an environment of hope and trust and reduce the risk of reoffending. • By continuing to use the Incentives and Earned Privileges Scheme Prison Service Order (PSI) 30/2013 to ensure that prisoners engage with their rehabilitation thus encouraging a transformative culture. • Set clear expectations of staff and prisoners by ensuring awareness of their roles and responsibilities, which will be reinforced through regular briefings and clear messaging via a cohesive communication strategy monitored through regular bilaterals and SMT meetings • Provide a safe, legal and decent environment where staff are confident and appropriately use authority. • Preparation and implementation of Transitional Rehabilitation Programme particularly maintaining engagement of staff in rehabilitative work and their commitment to supporting desistance
1(b) All who work with offenders consistently demonstrate behaviours and attitudes that support rehabilitation and desistance.	<p>HMP Leicester support this intention by:</p> <ul style="list-style-type: none"> • Working effectively in partnership with new providers, to ensure that progress made through services is identified and maintained, and that prisoners maximise the benefit of services by practicing new skills and applying new knowledge. And to ensure a rehabilitative culture is maintained and that the range of desistance factors is addressed. • With the use of every contact matters ensure that all those dealing with offenders engage in a meaningful and appropriate manner. • Deliver and embed the personal officer scheme where effectiveness and the quality of staff prisoner relationships can be quantified through regular checks of prisoners NOMIS case notes and guidance and management support provided where necessary. This requirement of all staff will be identified in individual SPDRs. • Continue to facilitate and enable face to face conferencing with victims of crime

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	<ul style="list-style-type: none"> Continue to ensure that staff and partners are aware of the impact of positive interactions with offenders in the form of pro social modelling.
1(c) Efforts are made to ensure offenders experience the environment as safe.	<p>HMP Leicester support this intention by:</p> <ul style="list-style-type: none"> Her Majesties Chief Inspector of Prisons visit on inspection in 2013 were complimentary of the management oversight of safety, we will continue with the process in place. Continue to managing the violence reduction procedures to ensure that all offenders experience a safe environment by identifying bullying or violent behaviour and putting appropriate sanctions in place. A zero tolerance approach will continue to be applied for all types of violence at HMP Leicester, including use of the incentives and earned privilege scheme, adjudication procedures and police referrals. Monitor violence management information performance against other establishments on the performance HUB. Assess the effectiveness of delivery against this intention by monitoring of local and external data, including use of the Hub, audit reports, use of force and adjudication statistics, ACCT data and the numbers of prisoners on R45 own protection. Weekly multi disciplinary Order and control meetings to give oversight of establishment take place and to deal with any immediate safety issues arising. Results from the recent Staff quality of life survey and Prisoner quality of life survey will be used as a measure for staff prisoner relationships, using the local people plan to ensure improvements in safety for all offenders at HMP Leicester.
1(d) Good quality risk assessments, risk management systems and information-sharing between partner agencies (where relevant) result in the application of appropriate public protection and security measures, and these ensure the needs of victims are appropriately addressed.	<p>HMP Leicester will fulfil a commitment to comply with the instructions set out in the National Security Framework and the Public Protection Manual and provide assurance that individual establishments' Local Security and Public Protection Strategies will be kept up to date in line with current policy.</p>

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1(e) Intelligence is gathered, developed and shared in a safe and timely manner.	HMP Leicester will fulfil a commitment to comply with the instructions set out in the National Security Framework and the Public Protection Manual and provide assurance that individual establishments' Local Security and Public Protection Strategies will be kept up to date in line with current policy.
1(f) The availability of drugs and mobile phones in prisons is tackled.	HMP Leicester will fulfil a commitment to comply with the instructions set out in the National Security Framework and the Public Protection Manual and provide assurance that individual establishments' Local Security and Public Protection Strategies will be kept up to date in line with current policy.
1(g) Prisoners are prevented from continuing criminality from within prisons.	HMP Leicester will fulfil a commitment to comply with the instructions set out in the National Security Framework and the Public Protection Manual and provide assurance that individual establishments' Local Security and Public Protection Strategies will be kept up to date in line with current policy.
2(a) There is evidence of effective coordination of delivery of services and integration of providers locally, regionally and nationally to maximise outcomes for offenders.	<p>HMP Leicester support this intention by:</p> <ul style="list-style-type: none"> • Ensuring that governance arrangements with commissioned and co-commissioned partners continue to ensure effective lines of communication and assigning of providers to the most appropriate function within the establishment. • Work closely with providers as they are identified within the resettlement prisons work to ensure current working practices are fit for purpose for all parties and identify new practices as appropriate and where necessary, with effective monitoring processes in place including agreed indicators and communication processes. • Include input/attendance from new providers in appropriate meetings, including the Reducing Reoffending Committee and Senior Management Team, and ensure effective communication with staff via the establishment Communication Strategy. • Engage with providers to explore their delivery priorities and identify and resolve any threats to delivery where possible. • Ensure there are clear protocols for communication with providers, so that any threats to delivery can be discussed as they arise. • Monitor delivery against this intention through complaints, staff survey results, MQPL, and softer evidence indicated by staffs understanding of the providers role in sequencing of sentence thus enabling partner organisations to deliver services at HMP Leicester effectively and efficiently. • Currently Health provider manager sits on the establishment SMT, other providers attend meetings as required and contribute to the effective delivery of the establishment. <p>A development objective is included in Table 6 to support this.</p>

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<p>2(b) Facilitate the ongoing operation of mandating day one entry of prison leavers onto the DWP Work Programme and any future changes through the introduction of Universal Credit.</p>	<p>HMP Leicester support this intention by:</p> <ul style="list-style-type: none"> • Department of Work and Pensions (DWP) have allocated space and facilities to enable the Employment Benefit Advisors seconded to HMP Leicester to complete private interviews with prisoners, including private interview room in the education department and office on the wing. • Broadband connectivity is in place to enable this work to take place • Continue to support the mandating day one entry prison leavers work programme by enabling the process and ensuring prisoners attend appointments • Facilitate any future changes through the introduction of universal credit as required in consultation with provider
<p>2(c) In England - work together with NHS England and Public Health England in line with the National Partnership and Co-commissioning Agreement to ensure that NHS commissioned health services (including clinical and non-clinical substance misuse services) in custody support both health and justice outcomes.</p>	<p>HMP Leicester support this intention by:</p> <ul style="list-style-type: none"> • Work will continue with NHS England and Public Health England in line with the national partnerships within HMP Leicester • Health needs Assessment was completed in 2012 and a new provider commissioned to provide the service and needs identified are being addressed through an action plan. • Leicestershire Partnership Trust has through the gate support for prisoners identified with Mental Health needs and dual diagnosis; referrals are made and completed by internal staff. • Local prescribing formulary has been agreed between the providers and the establishment to ensure consistency in approach and appropriate treatment for all. • Continue to work with substance misuse providers Leicestershire and Rutland Partnership Trust and Inclusion Health to continue to promote recovery from addiction. • Provide a gate way to recovery substance unit for identifies offenders that is provided by Leicestershire and Rutland Probation Trust and was praised in the 2013 HMIP inspection. • Continue to ensure engagement between security team and health and substance misuse providers on the full range of drug related issues. This will include information sharing via Mercury, healthcare representation at Security Committee, and involvement in discussion and setting of intelligence objectives through Senior Management Team meeting.
<p>2(d) In England - Work together with local authorities to ensure that adult offenders and defendants with care and support</p>	<p>HMP Leicester support this intention by:</p> <ul style="list-style-type: none"> • Build on the extremely positive early contact with the Local Authority, attending the Leicestershire safeguarding board meetings and work with them around the newly passed Care Bill, ensuring Key Delivery Milestones are met • Assist prisoners in care needs relating to living activities while in custody, these are identified through the Interdepartmental Risk Management Team Meeting • A Health Needs Analysis to be carried out to assess current needs and appropriate services and action plan developed.

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<p>needs are appropriately identified, their needs are assessed and they are supported to live with decency and as independently as possible; and that arrangements are made for continuity of care when an individual moves.</p>	<ul style="list-style-type: none"> • Complete assessments on offenders while in custody including reception health screen by the health provider, disability liaison officer engagement and the use of peer mentors to support those with assessed needs. • Work with the current Healthcare provider, to ensure that individual prisoner needs are identified and met. • For prisoners with learning disabilities, embed easy read processes and materials within the establishment and provide support and guidance for staff in responding to the specific needs of this prisoner group. • Working with partner agencies, ensure arrangements are in place to provide urgent personal care services to individuals with a high level of need, such as the need with feeding or toileting. • Ensure that all men coming into their care will have their needs assessed on induction. Those identified with having enhanced social care needs will have a care plan in place to meet their individual need. • Will have in place PEEPS for those with mobility or enhanced social care needs. <p>How existing provision will be built on in 2014/15, and any services which may be discontinued:</p> <ul style="list-style-type: none"> • Will implement an establishment wide peer mentoring system that enables individuals to support those from their peer group with social care needs in risk assessed situations. • Any urgent Healthcare cases will be given priority at local and Healthcare Commissioner level by referral from local Healthcare Management • Develop an Insider scheme to support the social care of prisoners
<p>2(e) In England - Work with local authorities to promote inclusion of, and maximise benefits to, offenders' families.</p>	<p>HMP Leicester support this intention by:</p> <ul style="list-style-type: none"> • Continue to engage with the local troubled families meetings with Leicester City Council. • Continue with family visits sessions in partnership with Leicester City Council to provide family learning sessions to offenders. • Monitor delivery through regular reports from providers to be discussed and considered by Reducing Reoffending Committee, with attendance when possible at Reducing Reoffending Committee to ensure direct involvement in delivering against relevant pathways as part of establishment Reducing Reoffending strategy. • We recognise that supportive and pro-social family / marital relationships is one of the key factors linked to desistance, development of the families pathway is designated to a member of Senior Management team to develop
<p>2(f) In England - Continue to improve access to a pathway of new and existing services for offenders with</p>	<p>HMP Leicester support this intention by:</p> <ul style="list-style-type: none"> • Offenders who present a high risk of serious harm are identified through OASys assessment, and are believed they may have a severe personality disorder are referred to the health provider by there offender supervisor and these offenders are be considered priority. • There is a pathway for referral and support for prisoners identified with severe personality disorders, this process is completed through Leicestershire Partnership Trust.

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<p>severe personality disorders. Services are primarily targeted at men who present a high risk of serious harm to others and women who present a high risk of committing further violent, sexual or serious criminal damage offences. Services are co-commissioned with NHS England Specialised Commissioning to support health and justice outcomes.</p>	<ul style="list-style-type: none"> • The healthcare provider is also responsible for the provision of Mental Health services in Leicester and Leicestershire.
<p>2(g) In England - Align services with Offender Learning and Skills Service (OLASS 4) providers in prisons. Put in place local partnership working arrangements and determine what learning opportunities will be offered in each prison. Support initiatives to make</p>	<p>HMP Leicester support this intention by:</p> <ul style="list-style-type: none"> • All receptions undertake an assessment in their literacy and numeracy ability. These assessments are shared with the allocations team, Careers Service and Offender Supervisors. They are used to plan the sentence and allocation of the prisoner to education or work. • All learners identified as having ability below Level 1 are mandated to engage in education classes to raise this level to increase employment prospects. • The establishment representative (Head of Learning and Skills) meets regularly with the OLASS 4 provider and the SFA to review delivery and the curriculum. • Monthly meetings take place across the Learning and Skills cluster with the provider, the SFA, and the establishments concerned. The curriculum is planned across all the prisons so that the learner journey is smooth and continues when prisoners are transferred between prisons. • The Job Centre Plus representative within the establishment provides monthly Labour Market Information that is used to inform the curriculum at HMP Leicester and across the cluster. • Other specialist providers are engaged to provide particular services to complement those provided by the OLASS

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<p>prisons places of work and strengthen the focus on employability. Enhance access to mainstream learning and employment services for offenders on return to the community.</p>	<p>contractor.</p> <ul style="list-style-type: none"> • A range of agencies and partners (OLASS provider, Milton Keynes College, National Careers Service, Leicester City Library Service, Job Centre Plus, NACRO) are engaged and have permanent representation within HMP Leicester to develop the quality and quantity of the provision. The provision has recently undergone an inspection from Ofsted and has been graded as 'Good'. • The partners above are all engaged in developing the 'through the gate' provision, and their contract have been reviewed to reflect the need to obtain real training and employment opportunities for prisoners on release.
<p>2(h) In England - Strengthen partnership working to ensure that offenders have access to support and services to both prepare for and enable access to employment.</p>	<p>HMP Leicester support this intention by:</p> <ul style="list-style-type: none"> • The OLASS curriculum has been reviewed to ensure that employability is the focus of all provision. • Partners have been engaged to develop local and national links with employers and training agencies. • A regional approach has been applied to employer engagement so that all prisons within the region have access to employers and other agencies in order to maximise opportunities for prisoners. • HMP Leicester has engaged Job Centre Plus to provide information and advice to prisoners to encourage them into employment and away from the benefit system. However, advice is given regarding access to benefit and assistance is given to engage with the Work Programme. • The REACH project (through NACRO) has a permanent representative within HMP Leicester who engages with complex cases and provides employment and training opportunities for prisoners on release. A database of employers willing to engage ex-offenders has been developed, and is being used to align the needs of employers with the services provided with the establishment.
<p>3(a) Target resources on evidence-informed interventions and services which are likely to deliver the best outcomes for the investment. This includes targeting factors</p>	<p>HMP Leicester support this intention by:</p> <ul style="list-style-type: none"> • Through working with commissioned and co-commissioned partners, we will provide services to individuals based on risk and need. • We will continue to build their contemporaneous needs analysis capability using data from OASys and related risk assessments, overall segmentation data, educational assessments, population churn in order to create a service design that facilitates evidence-informed interventions to the men that need them in a timely manner. HMP Leicester will formulate a 3yr delivery plan based on this evidence. • Continue to provide a gate way to recovery substance unit for identified offenders that is provided by Leicestershire and Rutland Probation Trust and was praised in the 2013 HMIP inspection.

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<p>shown to be related to NOMS intended outcomes and using a service design which will be effective with the groups which receive it.</p>	<ul style="list-style-type: none"> • Complete good quality OASys assessments to ensure and sentence planning objectives, to ensure that offenders are signposted to appropriate interventions according to risk. • Allocate to appropriate forward establishment that provides required interventions. • Ensure level of service delivered is individually tailored to meet prisoner need, based on identified risks and desistance factors. Where services are not available, for due to the specific needs of an individual, then signposting will be offered and necessary steps taken to facilitate appropriate transfer or alternative provision.
<p>3(b) Have robust quality assurance processes in place to ensure offender services are (i) delivered as they are intended (i.e. with integrity and as planned and designed) and (ii) that they are effective.</p>	<p>HMP Leicester will provide verifiable assurance to the Commissioner that commissioned services are delivering the outcomes required, are being delivered in a way that meets minimum standards and are legal, safe and decent. We will convene meetings with the Commissioner (at a frequency determined by the Commissioner) to review delivery against the SLA, largely relying on our internal assurance information and processes. We are responsible for self-audit, assurance statements and internal management and governance checks to verify that services are being delivered in accordance with the requirements of the SLA. We will fully co-operate with any audits or reviews initiated by the Commissioner and provide evidence those external and internal reviews, inspections and processes are used to understand and improve the quality of services. We will maintain a risk management process for dealing with uncertain events which could impact on quality. We will negotiate and agree delivery requirements with the Commissioner which ensure appropriate stretch in delivery and efficiencies. Where possible this will be supported using evidence from data supplied by NOMS Planning and Analysis Group.</p> <p>A development objective is included in Table 6 to both apply focus to the delivery of HMIP expectations and the gaining of positive MQPL inspection outcomes throughout 2014-15 and to implement an effective quality assurance framework, to ensure all services, activity and interventions are provided to an acceptable standard of quality.</p>
<p>4(a) Use segmentation and local data sources to target resources for rehabilitation services, case management and risk management where they deliver the greatest outcomes for investment.</p>	<p>We will match our delivery to our population, purpose and outcomes. Our core targeting approach for case management and rehabilitation interventions and services is to target resources based on the 'likelihood of reconviction', ensuring that available data is fully utilised to maximise effective targeting of resources and gain best value for money in the delivery of reducing reoffending outcomes.</p> <p>The level of case management and rehabilitative interventions and services will be proportionate to the 'likelihood of any reconviction' (as defined by OGRS score band). The use of segmentation data enables effective targeting, with a clearly identified strategy for delivering targeted low, medium and high intensity case management and risk management processes and we adapt flexibly to changes in population, by monitoring trends and themes against updated segmentation data to ensure resources continue to be effectively targeted.</p> <p>For violent offenders the amount of risk and case management is proportionate to the level of violence risk posed by the individual. MAPPA guidance is followed in managing risk for violent offenders. HMP Leicester is not an SOTP site, so we need to move sex</p>

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	<p>offenders on if they are eligible for an accredited programme. Where OASys has not already been completed, we will prioritise sexual offenders for early OASys completion and subsequent reviews, (as well as violent offenders, and ensuring OASys is completed for those with no PSR first or shortest time left to serve). Good quality OASys assessments and sentence planning objectives for all offenders ensure that offenders are signposted to appropriate interventions according to risk.</p> <p>.A development objective to both ensure the timely completion of OASys Assessments and maintain quality is included in Table 6.</p>
5(a) Relevant individual needs and characteristics are effectively identified, assessed, and monitored. This information is shared appropriately, proactively and sensitively across the organisation, and with delivery partners.	<p>HMP Leicester have processes in place for identification and assessment of individual needs within first days in custody which include healthcare screening, education assessments, equalities questionnaires, safer custody and cell sharing risk assessments. In addition we recognise that a number of offenders may have possible unidentified learning disabilities and mental health problems. To meet this need we have additional screening and assessment arrangements in place for these areas of need and strategies for sharing assessment information across partners. The results are used to develop individual plans where offender needs are identified. Individual needs may arise from enduring characteristics such as age, ethnicity or disabilities. Data on all protected characteristics is collected from all prisoners and recorded on Prison-Nomis and monitored through the quarterly Equality meeting with actions taken as appropriate such as Impact Assessments, systemic reviews or making reasonable adjustments to the environment. All protected characteristics have a nominated lead manager to enhance ownership and Equality and Insiders prisoner representatives act a peer supporters to others for additional support.</p> <p>In addition the Equality Meeting, a Learning Disability Meeting takes place to both ensure the effective evaluation and monitoring of prisoners and address individual need. Health providers complete physical and disability screening (including mental health assessments), sharing information with relevant departments when required.</p> <p>All displays are tailored to ensure that offenders have access to the required information in easy to read or visual formats. Any person identified during reception screen process in need of additional assistance is immediately referred to the appropriate area.</p>
5(b) Information regarding individual needs and characteristics is used to adapt and sequence services to meet individual needs and maximise their benefit, and offenders are supported and encouraged to	<p>HMP Leicester uses the Information gained to develop an individualised plan which adapts and sequences services to maximise the benefit to the offender, using OASys which is monitored annually or when a significant change occurs. Additional reviews will occur if necessary.</p> <p>Staff receive information and training to support them in recognising barriers to engagement that may arise owing to factors such as age, sexuality, disability, intellectual function for example.</p> <p>As highlighted in intention 5 a., a designated manager is the lead for each protected characteristic and reception screening is in place, which includes the Equality Officer seeing all new receptions to help identify individual need.</p>

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access appropriate services.	
6(a) Continue to identify, assess and manage extremist offenders by engaging with existing local structures and ensuring that training and awareness is embedded among key staff groups. Ensure referral, where appropriate, to interventions, structured assessment and structured interventions and faith-based programmes according to offender risk and need.	<p>HMP Leicester support this intention by:</p> <ul style="list-style-type: none"> • In relation to NOMS' approach to the identification, assessment and management of extremist offenders, HMP Leicester will ensure delivery in the key thematic areas of Intelligence Gathering & Management; Offender Management and Public Protection; and Interventions & Resettlement, as assessed by NOMS HQ. • HMP Leicester will also ensure that any recommendations related to the identification, assessment and management of extremist offenders which are identified in year through the NOMS assessment process are implemented within reasonable timescale.
6(b) Deliver victim-offender conferences (Restorative Justice) where capacity exists and develop partnerships and a supportive	<p>HMP Leicester will continue to provide a supportive environment to enable partners to deliver Restorative Justice conferences. We will continue to work in joint partnership with Leicestershire and Rutland Probation Trust to deliver Restorative Justice Conferences when priority cases arise.</p>

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environment to enable delivery where it does not.	
6(c) Ensure the efficient use of prison places through development and implementation of local bail strategies and use of HDC for appropriate offenders, including making full use of Bail Accommodation and Support Service.	<ul style="list-style-type: none"> • HMP Leicester will continue a bail strategy which ensures that all new remand prisoners are screened for and provided with bail services. • HMP Leicester will continue a HDC strategy which ensures that all prisoners eligible for HDC who cannot provide an accommodation address are routinely offered accommodation through BASS. • Ensure that BASS is considered as an option when non-BASS HDC placements fail • The prison will consider BASS support-only for those with their own accommodation who could be released with additional support • Promote BASS within the establishments, making use of BASS posters, leaflets and DVD available from the contractor, Stonham
6(d) Increase the amount of commercial and economically beneficial work in prisons undertaken by prisoners.	No commercial work is currently delivered at HMP Leicester however we will continue to explore this area through the completion of a scoping exercise as indicated in Table 6.
6(e) Support the delivery of efficiencies across the criminal justice system by increasing the use of prison video links.	HMP Leicester will continue the strategy for extending use of video conference facilities consistent with the NOMS Video Action Plan, ensuring that use is consistent with type of establishment and makes maximum usage of existing/planned facilities. The head of Operations is the establishment lead for the NOMS video action plan and will establish and maintain relationships with the relevant stakeholders.

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Table 4a: Rehabilitation Services

This table should reflect all NOMS Commissioned and NOMS Co-Commissioned services delivered as part of the Core Rehabilitation Offer. It is assumed all the services described below are available to all prisoners with an identified need: therefore targeting information is not applicable to this section. It is understood that these services may change in year as a result of the Through The Gate competition and tendering process. Changes to this table will be managed through existing NoC mechanisms.

Rehabilitation Services in Custody	Name of Service Service Description	Commissioning Arrangements (NOMS Locally, Regionally or Co-Commissioned)
Staff support and encourage prisoners to participate fully in rehabilitation services	<ul style="list-style-type: none"> Communicate a clear vision to deliver a Whole Prisoner Approach to Reducing Reoffending where Every Contact Matters. We will communicate this to staff, prisoners, and visitors via a communication strategy, including “I Change Lives” publications and a Whole Prison Approach themed event. All of our policies, processes, and business objectives will be aligned towards delivering this vision. 	Locally commissioned
	<ul style="list-style-type: none"> Prisoners attend an induction programme where we provide information relating to the prison, its regime, facilities, expectations of prisoners and commitments from the staff. We provide this information both verbally in a presentation and with written leaflets. 	Locally commissioned
	<ul style="list-style-type: none"> Education assessment is completed for prisoners to assess need and signpost to education services. 	Co-commissioned
	<ul style="list-style-type: none"> All prisoners entering custody are seen by the National Careers service providers 	Co-commissioned
	<ul style="list-style-type: none"> At HMP Leicester we operate an Incentives and Earned Privilege scheme so that prisoners who engage with rehabilitative activity are rewarded with enhanced privileges. 	Locally commissioned
	<ul style="list-style-type: none"> All prisoners are seen by an offender supervisor within 72 hours of their arrival to assess needs and risks 	Locally commissioned
Prisoners are made aware of their responsibilities in engaging with and accessing services	<ul style="list-style-type: none"> Embed the vision of HMP Leicester in staff induction, SPDR’s, and our assurance framework to ensure all staff are aware of HMP Leicester’s vision. We will involve our partner providers in engagement events and key meetings to ensure they are fully aware of our rehabilitative ethos. This will then develop the ethos and communication to prisoners at HMP Leicester. 	Locally commissioned
	<ul style="list-style-type: none"> Ensure every prisoner receives a comprehensive induction, which includes HMP Leicester’s vision of and sets clear expectations of prisoners from the earliest point of their period in custody. 	Locally commissioned
	<ul style="list-style-type: none"> Encourage prisoners to take responsibility for their own actions and progress by fostering an environment where pro-social behaviour and engagement are facilitated and rewarded. We will do this through pro-social modelling training for staff and via our IEP scheme and “Five minute Intervention” initiative. To encourage this behaviour in staff we will facilitate working groups based around the “Action Learning Set” model to encourage joint working and cooperation. 	Locally commissioned
	<ul style="list-style-type: none"> Substance misuse provider visit all prisoners entering custody on the first working day to engage with the service 	Co-commissioned

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Prisoners anti social attitudes, thinking and behaviours are addressed by staff through pro social interaction and engagement	<ul style="list-style-type: none"> We use the formal annual staff reporting mechanism to gain consistency in the way we engage and support offenders and to encourage frontline staff and managers to discuss how staff behaviour can affect prisoner change. This will lead to a greater understanding of behaviours on prisoners in custody at HMP Leicester. Encourage prisoners to take responsibility for their own actions by fostering an environment where pro-social behaviour and engagement are facilitated and rewarded. We will do this through pro-social modelling training for staff and via our IEP scheme and "Five minute Intervention" initiative. To encourage this behaviour in staff we will facilitate working groups based around the "Action Learning Set" model to encourage joint working and cooperation. 	Locally commissioned
Prisoners can access appropriate services that enable them to seek suitable employment and/or training for release.	<ul style="list-style-type: none"> Through the Offender Learning and Skills provider, all prisoners undergo a Learning needs assessment and interview with a National Careers service worker. Induction programme is delivered to prisoners entering custody, this also signposts to other services such as toe-by-toe and education. Employment benefit advisors – prisoners are given access and assistance re future job prospects or for support onto the Department of Work and Pensions work programme and in applying for job seekers allowance. Prisoners are signposted to virtual campus network to enable them to find job opportunities. All prisoners are signposted to NACRO Reach project: <ul style="list-style-type: none"> Increase the number of ex-offenders entering the labour market with the key skills and abilities to become productive in the workforce and reduce re-offending Remove barriers to entry into the labour market experienced by ex-offenders, with particular focus on women, promoting economic inclusion and equality of opportunity Extend employment opportunities for ex-offenders by increasing their employability and improving their access to mainstream provision 	Co-commissioned Locally commissioned Co-commissioned Co-commissioned NOMS regionally commissioned
Prisoners can access services that enable them to manage housing needs created as a result of their custody.	<ul style="list-style-type: none"> Prisoners are seen during their induction those identified with housing needs created by their custody are signposted to appropriate agencies. 	Locally commissioned
Prisoners can access services that enable them to seek settled and suitable housing for release.	<ul style="list-style-type: none"> Prisoners are seen during their sentence by an offender supervisor those identified with housing needs are referred to Leicestershire resettlement team. 	Locally commissioned

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Prisoners can access services to enable them to address personal financial management issues created as a result of their custody.	<ul style="list-style-type: none"> Prisoners are signposted to a bank service to enable prisoners to open and manage bank accounts Signposting in place to the Department of Work and Pensions – Assistance to close down and reinstate benefits claims 	Locally commissioned Co-commissioned
Prisoners can access available services which enable them to address their family welfare and family support needs.	<ul style="list-style-type: none"> Domestic visits – provided for all offenders Consider the use of ROTL where appropriate to enable maintaining of family ties. Family visits – working jointly with Leicester City Council to develop family ties which includes sessions to identify family support and welfare needs Prisoners have access to telephones and can write and receive letters to families Email a prisoner system in place, where families can email prisoners. 	Locally commissioned
Prisoners have equivalence of access to health services in custody as in the community.	<ul style="list-style-type: none"> Health provider Leicestershire Partnership Trust (LPT) are commissioned to provide health services, services provided are commissioned to the equivalent level to those in the community Health screening is completed on reception into custody for primary health needs. Prisoners are then signposted to clinics and services as appropriate Substance misuse screening takes place on entry into custody and signposted to the substance misuse team if required. 	Co-commissioned
Prisoners can access treatment, services, advice and support around drug and alcohol needs.	<ul style="list-style-type: none"> Leicestershire and Rutland Probation Trust (LRPT) substance misuse service Substance Reduction, reduced re-offending, improved health & social functioning, increased employment & workforce skills. Provide opiate substitution therapy and psychosocial treatment for those with a heroin dependency. Provide ongoing clinical and psychosocial support via Leicestershire and Rutland Probation Trust (LRPT) dependant on the individual needs of the prisoner. Through our service provider ensure robust screening of prisoners on reception, responding to immediate clinical need and undertaking stabilisation, detoxification and observation as necessary. Concentrate substance misuse services on a dedicated recovery wing to enable the best possible quality and continuity of support and care for prisoners 	Co-commissioned

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Prisoners who have experienced domestic violence, rape or abuse can access services that offer them advice and support.	<ul style="list-style-type: none">• Ensure prisoners are provided with the contact details of existing appropriate custody or community based services that support victims of domestic violence, rape or abuse, and facilitate engagement as necessary.	Locally commissioned
Prisoners who have been sex workers can access services that offer them advice and support.	<ul style="list-style-type: none">• Ensure prisoners are provided with the contact details of existing appropriate custody or community based services that support sex workers, and facilitate engagement as necessary.	Locally commissioned

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Table 4b: Rehabilitation Services - Additional Services Offer

Using segmentation and local data sources to target resources where they will deliver the greatest outcomes for investment - this table should reflect the case management activity, risk management activity and rehabilitative services and interventions, delivered within the establishment which are **additional** to the core offer

Segment	Total no. of Prisoners within Segment <ul style="list-style-type: none"> Use the segmentation data tool on the NOMS Performance HUB to get the numerical data you need to populate this column 	Strategic approach to meeting the needs of the segment Title and description of rehabilitative services/interventions and case management activities <ul style="list-style-type: none"> Give the title and a brief description of the case management activities offered to offenders in each segment Give a brief description of the range of rehabilitative services and interventions offered to offenders by segment. Include any accredited programmes on offer. Use the guidance on targeting in Commissioning Intention 4a If a service or intervention is available across more than one segment (for example – TSP may be available to both sex offenders and violent offenders) then state in each applicable box, making clear in the next column the number of completions relating to each segment. 	Indicate whether the service or intervention is commissioned or co-commissioned and the number of offenders who will be able to access the intervention or service annually <ul style="list-style-type: none"> For accredited programmes give the number of completions It is not necessary to record volumes for case management activities
All Offenders – where service targeted by need rather than risk	Operation capacity 417	<ul style="list-style-type: none"> Substance Reduction, reduced re-offending, improved health & social functioning, increased employment & workforce skills – Leicestershire and Rutland Probation Trust Family visits sessions for offenders with young children, to maintain family contact Alcoholics anonymous sessions take place weekly Story book dads (Toe by Toe) Narcotics anonymous sessions Health clinic for well being, e.g. smoking cessation, well man Job centre plus, mandating day one entry of prison leavers to the Department and Work and Pensions Work Programme Offender learning and skills, education provider to assess learners needs and provide course up to level 2 OASys assessments will be completed according to requirements 	Co-commissioned Locally commissioned Locally commissioned National scheme sponsored through the Shannon trust Locally commissioned Co-commissioned Co-commissioned Co-commissioned Commissioned

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Sexual Offenders	<p>All sex offenders: 21 (9%)</p> <p>Low OGRS 0 - 24 12 5%</p> <p>Medium OGRS 25 – 49 8 4%</p> <p>High OGRS 50 – 74 1 0%</p> <p>Very High OGRS 75 -89 0 0%</p>	<p>All services covered in all offenders box except restorative justice.</p> <p>Allocate to appropriate ongoing establishment that provides the interventions required and dependant on level of risk.</p> <p>Priorities this group for OASys assessments</p>	Locally commissioned
Violent offenders	<p>All violent offenders: 84 (37%)</p> <p>Low OGRS 0 - 24 9 4%</p> <p>Medium OGRS 25 – 49 13 6%</p> <p>High OGRS 50 – 74 40 18%</p> <p>Very High OGRS 75 -89 22 10%</p>	<p>Core services as highlighted in table 4a</p> <p>All services covered in all offenders box.</p> <p>Allocate to appropriate ongoing establishment that provides the interventions required and dependant on level of risk.</p> <p>Priorities this group for OASys assessments</p> <p>Those who are considered high or very high risk will be referred to the regional psychology team.</p>	Locally commissioned
Indeterminate Sentenced Prisoners (ISPs)	<p>All indeterminate sentenced: 23 (10%)</p> <p>Low OGRS 0 - 24 4 2%</p> <p>Medium OGRS 25 – 49 7 3%</p> <p>High OGRS 50 – 74 9 4%</p> <p>Very High OGRS 75 -89 3 1%</p>	<p>Core services as highlighted in table 4a</p> <p>All services covered in all offenders box</p> <p>Allocate to appropriate ongoing establishment that provides the interventions required and dependant on level of risk.</p> <p>Priorities this group for OASys assessments</p> <p>Those who are considered high or very high risk will be referred to the regional psychology team.</p>	Locally commissioned

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Low likelihood of any reconviction OGRS 0-24%	Sexual	12	5%	Core services as highlighted in table 4a	Locally commissioned
	Violent	9	4%		
	Robbery	1	0%		
	Acquisitive	5	2%		
	Drugs	4	2%		
	Motoring	3	1%		
	Other				
	Total	34	15%		
Medium likelihood of any reconviction OGRS 25-49%	Sexual	8	4%	Core services as highlighted in table 4a	Locally commissioned
	Violent	13	6%		
	Robbery	8	4%		
	Acquisitive	5	2%		
	Drugs	3	1%		
	Motoring	2	1%		
	Other	2	1%		
	Total	41	18%		
High likelihood of any reconviction OGRS 50- 74%	Sexual	1	0%	Core services as highlighted in table 4a Medium intensity case management REACH programme (NACRO) provided for offenders to establish employment or training on release.	Locally commissioned
	Violent	40	18%		
	Robbery	9	4%		
	Acquisitive	27	12%		
	Drugs	4	2%		
	Motoring	2	1%		
	Other	3	1%		
	Total	86	38%		
Very high likelihood of any reconviction OGRS 75-89%	Sexual			Core services as highlighted in table 4a and lower OGRS boxes High intensity case management	Locally commissioned
	Violent	22	10%		
	Robbery				
	Acquisitive	29	13%		
	Drugs				
	Motoring	2	1%		
	Other	2	1%		
	Total	55	24%		

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<p>Extremely high likelihood of any reconviction (prolific) OGRS 90-100%</p>	<p>Sexual Violent Robbery Acquisitive 10 4% Drugs Motoring Other Total 10 4%</p>	<p>All services covered in all offenders box and lower OGRS boxes High intensity case management Where applicable prolific and priority offenders and integrated offender management, multi agencies public protection schemes (PPO, IOM and MAPPA)</p>	<p>Locally commissioned</p>
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Table 5: Accredited Programmes provided in the establishment	
Does this establishment deliver NOMs Commissioned accredited programmes?	No

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Table 6: Development Objective

CI Title & No.	Objective: Describe a SMART objective including what you want to achieve how you will measure your success and key milestones	Does this contribute to a regional objective (yes/no)
2(a) There is evidence of effective coordination of delivery of services and integration of providers locally, regionally and nationally to maximise outcomes for offenders	Effective coordination of delivery of services and integration of providers locally, regionally and nationally to maximise outcomes for offenders will be monitored against the plan at monthly bi-laterals, CAP, SMT, Functional meetings and at a regional level with the DDC.	No
2(a) There is evidence of effective coordination of delivery of services and integration of providers locally, regionally and nationally to maximise outcomes for offenders	<p>We will maximise investment of all partners and providers delivering services for offenders at HMP Leicester and maximise outcomes for offenders by ensuring they experience a seamless and joined up service. By September 2014 we will review who we work with and how we work with them and ensure that all contracts and service level agreements demonstrate how each service fits within the overall strategic context of the establishment. This review will include all statutory and non statutory, existing and new partners and providers (including by anticipating any changes as a result of Through the Gate). We will develop a plan which describes how, by June 2014, we will deliver:</p> <ul style="list-style-type: none"> • A clear shared strategic vision for how services align to maximise outcomes and create an integrated, seamless offender management service (including a shared understanding of outcomes and priorities) • A clear agreed plan of how services sequence and compliment each other, providing continuity of services to offenders both within and across prisons (facilitating the needs of all providers and contractual partners to allow them to effectively deliver) • Leadership which actively enables and integrates services, where partnership working arrangements improve performance and aid resolution of issues • An understanding of resource allocation, and how delivery and choices impact on the investment and activity of others 	Yes

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	<ul style="list-style-type: none"> An agreement on how to safely use and share data and information <p>Progress will be monitored against the plan at monthly bi-laterals, CAP, SMT, Functional meetings and at a regional level with the DDC.</p>	
2(c) In England - work together with NHS England and Public Health England in line with the National Partnership and Co-commissioning Agreement to ensure that NHS commissioned health services (including clinical and non-clinical substance misuse services) in custody support both health and justice outcomes.	Work with the newly commissioned health provider to improve provision of health services to ensure that NHS commissioned health services in custody support both health and justice outcomes, by 30 th March 2015	No
2(d) In England - Work together with local authorities to ensure that adult offenders and defendants with care and support needs are appropriately identified, their needs are assessed and they are supported to live with decency and as independently as possible; and that arrangements are made for continuity of care when an individual moves	<p>A Health Needs Analysis to be carried out to assess current needs and appropriate services and action plan developed.</p> <p>Will implement an establishment wide peer mentoring system that enables individuals to support those from their peer group with social care needs in risk assessed situations.</p> <p>Develop an Insider scheme to support the social care of prisoners</p>	No
3. Deliver an efficient, quality service 3(a)	By November the prison will review the type of strategies it employs, and the services and interventions it offers to ensure that the approaches being used are ones which are effective with the type of offenders that receive them, and that the factors being targeted for change are related to desistance, reduced reoffending and public protection, or a reduction in harmful institutional behaviour. It will draw on local	No

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	segmentation data and evidence, when completing these reviews and have in place a strategy for developing its use of evidence to inform practice to maximise outcomes	
3. Deliver an efficient, quality service 3(b)	<p>By June the prison will develop and implement an effective quality assurance framework which as well as ensuring data quality, will indicate whether the services, activity and interventions it provides are of an acceptable standard of quality and are having the impact they are intended to deliver. Information from these processes will be regularly reviewed by the senior management team and specific members of staff will be given responsibility for the QA processes and following through on actions identified in the reviews.</p> <p>With the aim of both establishing sustainable performance and ensuring that the HMP Leicester remains safe, respectable, decent and purposeful environments where prisoners are able to engage in activity and are prepared for release into the community, focus is to be applied to the delivery of HMIP expectations & gaining of positive MQPL inspection outcomes throughout 2014-15, ensuring that action plans are implemented within deadline and an assurance system specific to addressing requirements is in place to enable continual review.</p>	Yes
4. Ensure delivery is matched to population, purpose and NOMS outcomes	Implement a strategy to manage the population transition, ensuring that the establishment is in a positive position to adopt 'Through the Gate' services expected by October 2014 and through the delivery of a needs analysis, that resources are aligned with need.	Yes
4(a) Ensure delivery is matched to population, purpose and NOMS outcomes	HMP Leicester will ensure effective Risk Assessment arrangements are in place (reference to the proposed dynamic risk management model proposed under NWoW Phase 3) to support offender progression and particularly ROTL. HMP Leicester will seek to reduce OASys backlogs and maintain improvements in quality. This will be completed once the additional Band 4 Supervising Officers have been recruited and allocated an OASys caseload. We aim to achieve this by the end of 2014.	Yes
6(d) Increase the amount of commercial and economically beneficial work in prisons undertaken by prisoners.	Complete a scoping exercise for commercial work to take place at HMP Leicester with One3One solutions, by 30 January 2015	No
Enhance public protection and ensure a safe, decent	To implement the Regional Negotiator Strategy to meet the needs of establishments, to ensure that negotiators are deployed as quickly as possible to all incidents. This strategy will ensure consistency of	Yes

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environment and rehabilitative culture	approach and will aim to develop the skills and experiences of negotiators. Strategy to be implemented once Regional strategy has been disseminated expected October 2014.	
Enhance public protection and ensure a safe, decent environment and rehabilitative culture	In support to the regional objective, HMP Leicester will implement the 'Every Contact Matters' Strategy being developed nationally, in order to ensure that staff-prisoner engagement is positive and effective (i.e. through the use of pro-social modelling). Implementation within 6 months of publication of the national strategy.	Yes

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Table 7a: Mandatory Service specifications applicable under this Local Annex

The following specifications are mandatory for all establishments.
For the full list of NOMS Service Specifications, please refer to the Ministry of Justice website:
<http://www.justice.gov.uk/about/noms/noms-directory-of-services-and-specifications.htm>

	Service Specification	Implementation detail	Notes
1	Early Days & Discharge – First Night in Custody	Existing service specification which remains in force	
2	Early Days & Discharge – Induction to Custody	Existing service specification which remains in force	
3	Early Days & Discharge – Reception In	Existing service specification which remains in force	
4	Early Days & Discharge – Discharge	Existing service specification which remains in force	
5	Cell and Area Searching	Existing service specification which remains in force	
6	Catering	Existing service specification which remains in force	
7	Visits – Services for Visitors	Existing service specification which remains in force	
8	Visits – Visits Booking	Existing service specification which remains in force	
9	Visits – Conduct Visits	Existing service specification which remains in force	
10	Prisoner Property Services	Existing service specification which remains in force	
11	POSOE – Communication & Control Rooms	Existing service specification which remains in force	
12	POSOE – Gate Services	Existing service specification which remains in force	
13	POSOE – Internal Prisoner Movements	Existing service specification which remains in force	
14	Residential Services	Existing service specification which remains in force	
15	Nights	Existing service specification which remains in force	
16	Prisoner Discipline and Segregation – Prisoner Discipline Procedures	Existing service specification which remains in force	
17	Prisoner Discipline and Segregation – Segregation of Prisoners	Existing service specification which remains in force	
18	Immigration, Repatriation and Removal Services	Existing service specification which remains in force	
19	Faith and Pastoral Care for Prisoners	Existing service specification which remains in force	
20	Physical Education	Existing service specification which remains in force	
21	Mandatory Drug Testing	Existing service specification which remains in force	
22	Prisoner Communications Services	Existing service specification which remains in force	
23	Management of Prisoners at Risk of Harm to Self or Others	Existing service specification which remains in force	
24	Security Management	Existing service specification which remains in force	
25	Activity Allocation	Existing service specification which remains in force	
26	External Movements and Appearances	Existing service specification which remains in force	

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27	Manage Prisoner Finance	Existing service specification which remains in force	
28	Prisoner Retail	Existing service specification which remains in force	
29	Enablers of national co-commissioned services in prisons	Existing service specification which remains in force	
30	Processing and Resolution of Prisoner Complaints	Existing service specification which remains in force	
31	Manage the Custodial Sentence - Categorisation & Allocation for Custody	Existing service specification which remains in force	
32	Manage the Custodial Sentence - Manage the Sentence Pre & Post Release from Custody	Remains in force until all outputs in new specification (Manage the Custodial and Post Release Periods) go live	
33	Manage the Custodial & Post Release Periods +	Some provisions go live April/May 2014, others from contract award	Outputs 22, 22a and 23 (relating to the new risk escalation process), output 8 (which covers the resettlement needs screening of prisoners and for remand prisoners was previously an output in the Rehabilitation in Custody Specification) and outputs 53/54 (jurisdiction is transferred in/out) will go live April/May 2014. The remainder of the specification will go live at the date of CRC contract award.
34	Rehabilitation Services - In custody	Go live April/May 2014	
35	Bail Accommodation Services (BASS)	Go live April/May 2014	
36	Prisoner Employment, Training & Skills	Existing service specification which remains in force	

+ Note: 'Manage the Custodial & Post Release Periods' will replace 'Manage the custodial sentence - Manage the sentence pre & post release from custody', once new legislation in force and CRC contracts awarded.

Table 7b: Service specifications applicable under this Local Annex

For the following specifications, indicate which are applicable to the establishment by confirming Yes or No

37	Specialist Units (HSE)	No	Existing service specification which remains in force
38	Bail Services	Yes	Go live April/May 2014
39	Deliver Accredited Programmes	No	Go live April/May 2014
40	Mother & Baby Unit	No	Existing service specification which remains in force
41	Deliver Victim Offender Conferencing (Restorative Justice)	Yes	Go live April/May 2014

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Table 7c: Service Options, above the national minimum		
(which are commissioned under this SLA)		
Service specification	Output(s) commissioned	Service Option Commissioned [YES / NO]
Cell & Area Searching	A risk assessed programme of routine area searching is agreed, documented and completed correctly.	Yes
Cell & Area Searching	Assurance is sought through a risk assessed programme of covert testing. Non HSE	Yes
Early Days & Discharge - First Night in Custody	One-to-one welfare support is provided within courts/custody suites to address immediate needs of the prisoner.	No
Visits - Conduct Visits	There are facilities for children to participate in supervised play whilst visiting a prisoner	Yes
Visits - Services for Visitors	Visitors are able to purchase snacks and hot/cold drinks prior to the visits period.	No
Visits - Services for Visitors	Visitors are able to purchase a meal and hot/cold drinks prior to the visits period.	No
Visits - Services for Visitors	Private meetings can be facilitated between visitors and Partner Agencies.	No
Visits - Services for Visitors	There are facilities for children to play whilst waiting to visit a prisoner.	No
Visits - Services for Visitors	Visitors receive information through a variety of media regarding relevant support services.	No
Visits - Services for Visitors	A Family Support Worker is available to support families.	No
Faith and Pastoral Care	Prisoners have access to a Resettlement Chaplaincy Scheme.	No
Mandatory Drug Testing	Prisoners found guilty of misuse of Class B and/or Class C drugs or who frequently refuse to comply with MDT testing may be subject to a Frequent Testing Programme.	Yes
Mandatory Drug Testing	Prisoners may be subject to Reception testing.	No
Prisoner Employment, Training & Skills	Prisoners have the opportunity to gain industry recognised and accredited qualifications through employment, training and skills according to risk and need.	Yes
Prisoner Employment, Training & Skills	Qualifications gained are aligned with market needs and within the Qualifications and Credit Framework	Yes
Deliver Accredited Programmes	Competent staff are contributed to the national training provision as agreed by the commissioner. Output wording subject to revision	No

Table 7d: Agreed delivery hours for specified services			
Service Specification	Output	Agreed hours	Rationale (where hours are agreed above the minimum set within specifications)
Residential Services	Daily time in open air [minimum 30 minutes] (row 21 of the specification)	0.75 hours daily	Over delivery was agreed when completing benchmarking process
Physical Education	Minimum number of PE Hours [per week] (row 1 of the specification) (as calculated using the SBC published spreadsheet product)	4 hours weekly	Over delivery provided due to low number of activity spaces and large population churn at HMP Leicester.

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8. Activity Places (Work and Prison Services)

Table 8a: Agreed Activity Allocation places

Table 8a: CU095a (Hours Worked in Industry) activity places allocation

The content of this table 8a removes the need for an establishment to complete a separate Annual Capacity Forecast (ACF) by documenting the workshop activity details and predicted outputs.

INDUSTRIES (ONE3ONE)										
INDUSTRY SERVICE CODE	WORKSHOP NAME	Maximum number of prisoner places per activity (planned per week total for 2014-15)	TOTAL STAFF NUMBERS	CORE HOURS PER WEEK	Annual Internal Soft Charged Sales Predictions	Annual Internal Hard Charged Sales Predictions	Annual External Sales Predictions	Annual Internal Soft Charged Materials Predictions	Annual Internal Hard Charged Materials Predictions	Annual External Materials Predictions
Total	Nil									

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Table 8b: Services (not industries)

Table 8b CU095b (Hours Worked in Services) – this should contain services that are measured under this specific metric			
Activity Service Code	Service Description	Maximum number of prisoner places per activity (planned per week total for 2014-15)	CORE HOURS PER WEEK
HU1 Wing Activities	CES	7	27
HU2 Wing Activities	Barber	1	27
HU3 Wing Activities	Painters	5	27
HU4 Wing Activities	SMU regime	16	27
HU5 Wing Activities			
HU6 Wing Activities			
Kitchen	Kitchen workers	14	27
Orderly Cleaners	Orderlies	17	27
Recycling Activity	Waste management	6 (This work leads to accreditation)	27
Weekend Activity			
Works Department			
Wing Cleaning	Cleaners	14	27
Other Occupations	Classroom mentor	1	27
Sub total		81	270

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Table 8c- other permanent activity places

This will include other permanent weekly activities including OLASS activity places, ROTL places

Table 8c: Other Activities			
This should contain activities that are not in scope of either CU095a (Hours Worked in Industry) or CU095b (Hours Worked in Services) metrics.			
Activity Service Code	Activity Description	Maximum number of FTE prisoner places per activity (planned per week total for 2014-15)	CORE HOURS PER WEEK
Basic Key Skills up to level 2		80	27
Core Education Classes		20	27
Education Induction Assessment	Education assessment	25	6
Education leading to accreditation		0	0
PE Leading to QCA Qualifications		1 (4 courses per year, 12 prisoners per course)	27
Skills training leading to Accreditation		8	27
ROTL		0 (This will change when resettlement prison is rolled out)	0
Prison Induction Courses/Interviews	Induction	25	6
Other		Nil	0
Sub total		159	120
Table 8 Total		240	390

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Section 3: Regime Outline

The master record of the establishment's regime is on the NOMS Performance Hub and is subject to appropriate governance and change control. This table will document a "snapshot" of the agreed regime set following negotiations between HMPS and the Commissioner and effective at the commencement date of the SLA.

Guidance and Technical Notes relating to the Commissioned Regime Return will be available on the NOMS Performance Hub.

Out of cell session time summary by day

Day	Activity	Association	Domestics	Meal	Movement	Total Time Out of Cell
Mon	3h 07m	2h 17m	1h 17m	1h 24m	0h 27m	8h 34m
Tue	3h 07m	2h 17m	1h 17m	1h 24m	0h 27m	8h 34m
Wed	3h 07m	2h 17m	1h 17m	1h 24m	0h 27m	8h 34m
Thu	3h 07m	2h 17m	1h 17m	1h 24m	0h 27m	8h 34m
Fri	1h 57m	1h 15m	0h 25m	1h 29m	0h 18m	5h 25m
Sat	0h 00m	2h 23m	0h 30m	1h 00m	0h 00m	3h 53m
Sun	0h 00m	2h 23m	0h 30m	1h 00m	0h 00m	3h 53m

5 day average time out of cell

Type	Activity	Association	Domestics	Meal	Movement	Total Time Out of Cell
5-day	2h 53m	2h 04m	1h 07m	1h 25m	0h 25m	7h 57m

7 day average time out of cell

Type	Activity	Association	Domestics	Meal	Movement	Total Time Out of Cell
7-day	2h 03m	2h 10m	0h 56m	1h 18m	0h 18m	6h 47m

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Section 4: SLA Delivery Requirements and Levels at Commencement Date

The master record of the Delivery Requirements and Levels for this SLA is on the NOMS Performance Hub and is subject to appropriate governance and change control. This template will document a “snapshot” of the SLA Delivery Requirements and Levels set following negotiations between HMPS and the Commissioner and effective at the commencement date of the SLA.

Guidance and Technical Notes relating to the SLA Delivery Requirements will be available on the NOMS Performance Hub.

Secure and Decent Custody

		Apr 14	May 14	Jun 14	Jul 14	Aug 14	Sep 14	Oct 14	Nov 14	Dec 14	Jan 15	Feb 15	Mar 15	Total	Q1	Q2	Q3	Q4	National
CU001	Discharge to Court	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	100.00 %
CU003	Absconds	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CU006	CAT A Escapes													0	0	0	0	0	0
CU007	Escapes	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
CU016	Mandatory Drug Testing (MDT)	9.50 %	9.50 %	9.50 %	9.50 %	9.50 %	9.50 %	9.50 %	9.50 %	9.50 %	9.50 %	9.50 %	9.50 %	9.50 %	9.50 %	9.50 %	9.50 %	9.50 %	
CU031	Control & Restraint (C&R) Training	80.00 %	80.00 %	80.00 %	80.00 %	80.00 %	80.00 %	80.00 %	80.00 %	80.00 %	80.00 %	80.00 %	80.00 %	80.00 %	80.00 %	80.00 %	80.00 %	80.00 %	
CU060	Tornado Commitment																		17.00
CU074	MQPL Score BME	16.50	16.50	16.50	16.50	16.50	16.50	16.50	16.50	16.50	16.50	16.50	16.50	16.50	16.50	16.50	16.50	16.50	16.50
CU056a	Security Audit - & Corporate Assurance (A&CA)	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	3.56
CU057a	Self Harm Audit (A&CA)	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.40
		3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00

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CU067	HMIP Resettlement	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	2.95
		3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
CU075	HMIP Respect	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	2.79
		3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
CU077	HMIP Safety	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	2.92
		3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
CU078	HMIP Purposeful Activity	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	2.58
		3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
CU076	MQPL Safety	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	2.86
		3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
CU079	MQPL Decency	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	2.83
		3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
CU088	Violence Management																		

Offender Management

		Apr 14	May 14	Jun 14	Jul 14	Aug 14	Sep 14	Oct 14	Nov 14	Dec 14	Jan 15	Feb 15	Mar 15	Total	Q1	Q2	Q3	Q4	National
CU002	Release on Temporary Licence (ROTL)																		100.00 %
		95.00 %	95.00 %	95.00 %	95.00 %	95.00 %	95.00 %	95.00 %	95.00 %	95.00 %	95.00 %	95.00 %	95.00 %	95.00 %	95.00 %	95.00 %	95.00 %	95.00 %	95.00 %
CU043	Generic Parole Process (GPP)																		
		90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %
CU083	OASys Quality																		
		90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %
CU086A	Return of MAPPA Forms																		
		90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %
CU089	ViSOR Effectiveness (Prison)																		
		90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %

Interventions

		Apr 14	May 14	Jun 14	Jul 14	Aug 14	Sep 14	Oct 14	Nov 14	Dec 14	Jan 15	Feb 15	Mar 15	Total	Q1	Q2	Q3	Q4	National
CU019	Sex Offender																		

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	Treatment Programme (SOTP) Completions																		
CU021	Offending Behaviour Programme (OBP) Completions													0.00	0.00				6,456.00

Regimes

		Apr 14	May 14	Jun 14	Jul 14	Aug 14	Sep 14	Oct 14	Nov 14	Dec 14	Jan 15	Feb 15	Mar 15	Total	Q1	Q2	Q3	Q4	National
CU013	Settled Accommodation on Discharge	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	
CU014	Training Education / on Discharge	8.00 %	8.00 %	8.00 %	8.00 %	8.00 %	8.00 %	8.00 %	8.00 %	8.00 %	8.00 %	8.00 %	8.00 %	8.00 %	8.00 %	8.00 %	8.00 %	8.00 %	
CU015	Employment on Discharge	28.50 %	28.50 %	28.50 %	28.50 %	28.50 %	28.50 %	28.50 %	28.50 %	28.50 %	28.50 %	28.50 %	28.50 %	28.50 %	28.50 %	28.50 %	28.50 %	28.50 %	
CU095a	Hours Worked In Industry																		

General

		Apr 14	May 14	Jun 14	Jul 14	Aug 14	Sep 14	Oct 14	Nov 14	Dec 14	Jan 15	Feb 15	Mar 15	Total	Q1	Q2	Q3	Q4	National
CR003	Staff Sickness Absence																		
CU036	Correspondence Response Times	95.00 %	95.00 %	95.00 %	95.00 %	95.00 %	95.00 %	95.00 %	95.00 %	95.00 %	95.00 %	95.00 %	95.00 %	95.00 %	95.00 %	95.00 %	95.00 %	95.00 %	94.44 %
CU063	Water Consumption																		
CU094	Energy Efficiency (CO2e)																		
CU081	Prison Cost Analysis (PCA)	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3