



National Offender  
Management Service

**Annex to West Midlands Region  
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 Brinsford**

**Local Establishment Annex 2014-15**

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**This document is the Local Establishment Annex 2014-15 to the West 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**

<b>Table 1: Establishment Details</b>	
Establishment name	<b>HMP Brinsford</b>
Establishment type	<b>YOI Resettlement</b>
Specialist function	<b>No Specialist Function</b>
Security Category / Categories:	<b>Young Adults suitable for closed conditions or lower</b>
Annual Operating Price	<b>12,403,054</b>

### **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.

<b>Table 2a: Capacity Specification</b>	
Certified Normal Accommodation	545
Operational Capacity	577

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.

**Table 2b: Population Allocation Specification**

Gender:	Male Prisoners Only
Age:	Young Adults (Aged 18-21)
Security Category:	Young Adults suitable for closed conditions or lower
Sentence Status:	Remand and Sentenced Prisoners
Sentence Length / Type:	No restrictions 18% 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**

HMYOI Brinsford is a Young Offender Institution holding male young adults aged 18 to 21 years old. The population is mainly comprised of remand young adults and newly sentenced young adults. This establishment mostly holds young adults remanded or sentenced by courts in the West Midlands and the East Midlands regions and receives most of its population from courts in the area, particularly Birmingham and Wolverhampton.

**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	N/A	N/A	N/A	120	N/A	120
Prisoners sentenced to less than 12 months	N/A	N/A	N/A	N/A	79	N/A	79
Determinate prisoners serving 12 months or more but less than 4 years	N/A	N/A	N/A	N/A	160	N/A	160
Determinate prisoners serving more than 4 years	N/A	N/A	N/A	N/A	54	N/A	54
Indeterminate prisoners	N/A	N/A	N/A	N/A	6	N/A	6
Determinate and indeterminate Recallees	N/A	N/A	N/A	N/A	54	N/A	54
Non-criminals	N/A	N/A	N/A	N/A	N/A	N/A	0
Resettlement	N/A	N/A	N/A	N/A	104	N/A	104
Discretionary	N/A	N/A	N/A	N/A	N/A	N/A	0
Total	0	0	0	0	577	0	577
Resettlement	Yes	Reset %		18	Reset No.		104
Specialist Function							

## SECTION 2: ESTABLISHMENT DELIVERY

Table 3: Local Response to Commissioning Intentions

CI Title & No.	Response to Commissioning Intention
1. Enhance public protection and ensure a safe, decent environment and rehabilitative culture	<p><b>1A 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</b></p> <p>At HMP Brinsford it is our vision to become a fully rehabilitative prison where every contact matters. We understand the hierarchical principles of the rehabilitative prison and we recognise that safety and decency are an essential platform for rehabilitative activity. Given our recent HMIP report, safety and decency are the first priority issues but we intend to transform the prison rapidly and so we will work concurrently on developing a more rehabilitative culture. Our twin focus will therefore be on 1) creating a safe and decent prison and 2) improving staff and prisoner relationships. We have set out Development Objectives consistent with these two priorities.</p> <p>To ensure a shared sense of purpose we will:</p> <ul style="list-style-type: none"> <li>• Provide clear and visible moral leadership from the Governor and SMT to all staff that leaves no doubt as to our priorities and rehabilitative purpose. The messages will be repeated through management and staff meetings and reinforced through individual line management processes.</li> <li>• Place our Custodial Managers at the heart of our strategy to inspire the workforce to adopt a more rehabilitative approach. Our Custodial Managers have the right rehabilitation orientation and commitment to this sense of purpose to act as ambassadors to other staff throughout the prison.</li> <li>• Work closely with our partners to encourage them to work within the every contact matters strategy to address offender's issues around drugs, alcohol, attitudes, thinking and other social issues to enable better resettlement on release. We will build on the results from the recent partnership staff survey which found that employees of partner organisations perceived that change in the prison wasn't managed effectively. In particular they felt that they were not involved in changes in the prison that had a direct effect on them and that a number of changes that had been made were not necessarily for the better. It also highlighted that communication between organisations at all levels could be improved and would engender a more encompassing team spirit to jointly improve the service we offer</li> <li>• Invest time and energy in supporting all middle managers, staff and partners which is crucial in getting back to basics to drive this agenda.</li> </ul>

**1B All work with offenders consistently demonstrate behaviours and attitudes that support rehabilitation and desistance**

The HMIP inspection in November 2013 provided current feedback on the strengths and development needs of Brinsford staff. The HMIP feedback indicated that relationships between staff and prisoners were pleasant but superficial. This finding suggests that many staff are able and willing to engage with prisoners but may not have the skills to make their interactions meaningful in terms of encouraging pro social attitudes and behaviour. We intend to enhance staff skills in this respect by introducing the Five Minute Interventionist approach that has been successfully trialled at HMP & YOI Portland. We will begin by training Custodial Managers in FMI and supporting them through professional supervision to develop a high level of competence with the FMI skills. They will then lead on developing the approach across all frontline staff. The Custodial Managers will also work through the SPDR process to review each member of staff's attitudes and behaviours and set individual objectives for change. Over the course of the year we will aim to identify those staff who have obstacles to developing rehabilitative relationships with prisoners or who do not share our commitment to a rehabilitative culture, and we will develop further strategies for managing any such staff. We will also work with Commissioning Strategies Group to explore other methods for assessing the culture and measuring change over the course of the year. See Development Objective.

**1C Efforts are made to ensure offenders experience the environment as safe**

Following the recent HMIP inspection, safety and decency are the number one priority for the Governor and SMT. We have appointed a new Head of Safeguarding who will be responsible for developing and implementing a strategy to ensure the prison is safe and decent for all who live and work here. We have expanded our use of violence reduction representatives and will work closely with this group of prisoners to develop and implement strategies that really work. See Development Objective.

- All areas of the prison will be closely monitored for cleanliness and decency. We will monitor cleanliness through regular management inspections across the prison, including the removal of indecent material from all cell walls, ensuring availability of cleaning materials for all cells and shared areas, and ensuring sufficient kit is available for prisoners to have clean clothes.
- The SMT will review management information relating to safety, will expect to see improvements month on month, and will respond swiftly to any indications of deterioration. Indicators that will be monitored will include: violence/assaults; adjudications; use of segregation; incidents of self harm; number of ACCTS open, use of force, and MDT failures.
- The environment and processes of the First Night Centre will be reviewed and improved.
- Recommendations from the safer custody audit and HMIP have been produced into an action plan to ensure these actions are completed.
- CCTV is in operation across the prison
- Violence reduction procedures have been reviewed and the use of violence reduction reps has been expanded.
- All unexplained injuries are investigated.

HMP&YOI Brinsford has the maintenance of a Safe and Secure environment as a key strategic priority and a priority on the Risk Register. We believe that poor behaviour should be challenged robustly, consistently and in a manner that ensures that the perpetrator understands their misdemeanour, its impact and the fact that it will not be tolerated. We understand that a prisoners feeling of safety is a complex and multi faceted concept requiring a whole prison approach.

	<p>The establishment is embarking in a training programme for all Custodial managers in 'Five Minute Interventions' by Dr Ruth Mann which will be a launch pad for 'Every Contact Matters becoming embedded into the culture of Brinsford.</p> <p>In our most recent HMIP Inspection November (2013) HMIP reported that outcomes for Prisoners against the Healthy prison test for Safety were poor.</p> <p>Prisoners reported feeling unsafe, early days/ induction was inadequate and potentially unsafe, there were far too many violent incidents and support for those prisoners in self-crisis was inadequate. The overall assessment by HMIP suggests that there is a need to review the current policy and procedures applied to Safety and to implement a strategic review of the 'Safety' function in its totality.</p> <p>The current Benchmark staffing model has identified staff resource into Equality, Safer Custody, First Night and Induction. The current Benchmark staffing model has identified staff resource into Equality, Safer Custody, First Night and Induction. A comprehensive strategic review of safety will be required including:-</p> <ul style="list-style-type: none"> <li>• Review of behaviour management procedures in conjunction with IEP to manage anti-social behaviour within the establishment</li> <li>• Collaborated with our key stakeholders to ensure that our approach to safety is multidisciplinary</li> <li>• Implemented regular Prisoner Consultation through which perceptions surrounding safety are regularly sought</li> <li>• Revised our Behaviour Management Processes to ensure that the most effective sanctions are used in each individual case</li> <li>• Review of Multi Disciplinary meeting (MDM) terms of reference to ensure a Multi Agency Safer Health Meeting (MASH) is the right forum through which individuals can be more effectively managed at an operational level.</li> <li>• A new first night care centre</li> <li>• Peer led induction process</li> <li>• Embedding Listeners scheme and creation of 2 x listener suites within the establishment.</li> <li>• Review of Use of force training and governance of Use of Force with a focus on de-escalation and restraint minimisation</li> <li>• Review of use of Segregation and the introduction of re-integration plans for prisoners held in segregation</li> </ul> <p>We are mindful of the impact of imminent structural changes through Benchmarking on what were previously embedded structures; this despite the forward planning and re-configuring that has taken place in readiness for Benchmarking Mobilisation. We have therefore scheduled a review of our Safer Prisons Strategy for the forthcoming year once full implementation of the new I&amp;EP Policy has taken place.</p> <p><b>1D Good quality risk assessment, 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 the victims are appropriately addressed-</b></p> <p>HMP Brinsford will 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 are kept up to date in line with current policy</p>
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	<p><b>1E Intelligence is gathered, developed and shared in a safe and timely manner</b> HMP Brinsford will 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 are kept up to date in line with current policy</p> <p><b>1F The availability of drugs and mobile phones in prisons is tackled</b> HMP Brinsford will 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 are kept up to date in line with current policy</p> <p><b>1G Prisoners are prevented from continuing criminality from within prisons</b> HMP Brinsford will 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 are kept up to date in line with current policy</p>
2. Strengthen integration of service delivery between directly funded, co-commissioned providers and wider partners	<p><b>2A There is evidence of effective coordination of delivery of services and integration of providers locally, regionally and nationally to maximise outcomes for offenders</b></p> <p>Partnership organisations and external providers provide a key element of the service delivered for offenders. In order to maximise the effectiveness of investment and optimise the overall outcomes for the offender, HMP&amp;YOI Brinsford recognises the need to co-ordinate external involvement and integrate the delivery of all providers. It is a strategic objective to align services to maximise outcomes.</p> <ul style="list-style-type: none"> <li>• Brinsford supports this objective through the management and co-ordination of the delivery of services through our OMU department. This will include a plan that facilitates the needs of partnership organisations to deliver services, along with plans of how services can compliment each other to form a seamless offender management service and 'joined up working'.</li> <li>• A shared strategic vision is supported through the involvement of partners in the strategic planning process and local engagement strategy. Partnership meetings are built in to the local business schedule and attended by all appropriate stakeholders.</li> <li>• Integrated working includes integrated risk management, resource allocation and agreements on how to use and share information.</li> <li>• The needs of individuals within partnership organisations are built in to local development plans. External staff are integrated into the prison environment through the induction process and included in further training programmes throughout their time working at the establishment.</li> </ul> <p><b>2B 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.</b></p> <ul style="list-style-type: none"> <li>• HMP&amp;YOI Brinsford supports the DWP Work Programme and facilitates the delivery of the programme through provisions made in line with the Service Level Agreement. Employment Benefit Advisors are located within our Resettlement Unit and are integrated into our Resettlement Team. An office has been provided with a telephone and broadband line and includes space for private interviews. EBAs are integrated into the Resettlement Team and have access to PNOMIS.</li> <li>• It is recognised that the rollout of the Universal Credit will impact upon the needs of the DWP. The establishment understands that the resources required are likely to increase and further facilities are likely to be needed. Brinsford will plan for this eventuality and ensure</li> </ul>

	<p>facilities are available to support it.</p> <p><b>2C 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 and:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Are informed by an up to date Health Needs Assessment<sup>24</sup> taking account of the reconfiguration of the custodial estate including the creation of Resettlement Prisons</li> <li><input type="checkbox"/> Support sustainable recovery from addiction to drugs and alcohol and improved mental health including dual diagnosis;</li> <li><input type="checkbox"/> Promote continuity of care from community to custody, between establishments and through the prison gate in partnership with new providers of probation services;</li> <li><input type="checkbox"/> Are implemented alongside efforts to reduce the supply of drugs and alcohol in to prisons and the diversion of prescribed medication.</li> </ul> <ul style="list-style-type: none"> <li>• NHS commissioned health services will be informed by an up to date Health Needs Assessment and monitored through the clinical governance procedures. The recent CQC audit showed equitable services in prison as the community.</li> <li>• Substance misuse issues will be addressed and supported by agencies such as DARS delivered currently by Lifeline</li> <li>• Offender supervisors' and with the impending CRC's we will develop through the gate services to promote continuity of care</li> </ul> <p><b>2D 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.</b></p> <ul style="list-style-type: none"> <li>• The establishment works closely with healthcare providers to ensure that offenders have access to healthcare and substance misuse services determined by their level of need. All offenders are supported by our healthcare provision. Systems are in place to identify specific social care or support needs of individual offenders through the reception process, or ongoing health management during their time at Brinsford. Individual offenders are assessed by healthcare professionals to determine any adjustments that are needed for them to live as independently as possible and review systems are in place to monitor. This includes working together with local authorities, partnership organisations and other establishments to ensure the continuity of care when offenders leave the establishment through inter establishment transfer or release into the community.</li> <li>• Our local Health Care Delivery Board provides a mechanism to identifying and addressing delivery and strategic issues such as this planning around continuity of care and the forthcoming impact of the Transforming Rehabilitation Programme. The Health Care Delivery Boards meets monthly and Healthcare is represented on the SMT through the Head of Safety.</li> <li>• Prisoners can access treatment, services, advice and support around drug and alcohol needs. All prisoners entering custody will be screened for drug and alcohol misuse. Identified prisoners will be located on the DARS Clinical Unit and supported through a recovery model.</li> </ul>
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	<p><b>2E In England - Work with local authorities to promote inclusion of, and maximise benefits to, offenders' families.</b></p> <ul style="list-style-type: none"> <li>• A supportive and pro-social family relationship is recognised as a key factor linked to desistance. The establish seeks to support and encourage healthy family relationships and the inclusion of the family to maximise the benefits of these relationships. HMP Brinsford works with HALOW to provide services at our visitors centre including advice and guidance on various subjects. In conjunction with HALOW, we seek to increase the opportunity for prisoners who are parents or members of young families to access quality time with their family members. The domestic visits room is converted where physically possible into a more relaxed and informal environment, prison staff adopt a more family orientated approach to interactions – linked directly to helping engaging young fathers or family members in interacting physically and emotionally with young children or siblings. Its purpose it to help repair, sustain or development family relationships which may have been broken or strained through offending. Events are targeted through themed activity to expose young fathers to key parenting skills with very young children. Events include improved access to a range of social exclusion support services, signposting, advice and guidance by virtue of the partner organisations involved in the event delivery, this includes access to family support workers from a range of local Family Information Centres relevant to our primary discharge communities.</li> <li>• Our DARS team also attend to meet and support families.</li> <li>• We provide post programme reviews where families are invited to attend and the establishment is committed to holding quarterly family visits days. The family visit days are celebrated amongst staff and have been supported by all grades.</li> <li>• If we have individuals who require additional family work then when identified arrangements are put in place.</li> <li>• Outside of the visits scenario, initiatives such as Storybook Dads further promote family relationships. This involves the production of story CDs which are read, recorded and edited by prisoners and sent to their children.</li> </ul> <p><b>2F In England - Continue to improve access to a pathway of new and existing services for offenders with 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.</b></p> <ul style="list-style-type: none"> <li>• No services in place at present. HMYOI Brinsford will work to introduce the delivery of the violent and disruptive prisoners protocol, commissioned through the DH/NOMS offender personality disorder strategy</li> </ul> <p><b>2G 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 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.</b></p> <ul style="list-style-type: none"> <li>• The provision of Learning and Skills is a fundamental element of reducing re-offending. We aim to use the resources effectively to enable offenders to develop the skills, knowledge and attitudes that best support re-integration into society after release along with the opportunity of finding employment.</li> <li>• The Head of Learning and Skills and the Head of Resettlement work together with the service provider to deliver a programme that best suits this purpose. The Head of Learning and Skills holds regularly meets with the service provider and education manager. This group</li> </ul>
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	<p>report to the cluster OLASS Manager and the Lead Governor, both of which will be based in establishment during 14/15. This group in turn reports to the Regional Governance Board chaired by the DDC. This ensures clear governance and alignment with regional and national policy.</p> <ul style="list-style-type: none"> <li>• The curriculum will be based on local labour market to ensure that offenders are given the opportunity to develop skills that will maximise their employment opportunities upon release. This is supported by the regime review under MTT which seeks to improve opportunities for offenders upon release. As an example, investment is being made into setting up catering, warehousing and recycling workshops to reflect the labour market local to the establishment.</li> <li>• HMP Brinsford also provides voluntary employment placements for offenders during their sentence to increase employment opportunities for offenders upon release.</li> </ul> <p><b>2H In England - Strengthen partnership working to ensure that offenders have access to support and services to both prepare for and enable access to employment.</b></p> <ul style="list-style-type: none"> <li>• The OLASS contract currently provides training and qualifications to prepare offenders for work after release and the NCS interview every prisoner to determine career prospects. The establishment is committed to developing relationships further and increasing the access to support and services that partnerships can provide. We have recently set up a contract in partnership with RTS Envirotech to commence in 14/15 to deliver a recycling service within the establishment. Offenders will be provided with employment and the opportunity to attain qualifications within the establishment, with improved prospects for employment within the local area upon release. A minimum of 25 places are provided per course. Revenue is re-invested through the prisoner employment budget.</li> </ul> <p><b>2I In Wales - Continue to work with the Welsh Government and its devolved agencies to ensure alignment between offender services directly commissioned by NOMS and the Welsh Government's devolved responsibilities, to maximise outcomes for offenders, their families and local communities.</b></p> <ul style="list-style-type: none"> <li>• NA</li> </ul>
<p>3. Deliver an efficient, quality service</p>	<p><b>3A Target resources on evidence-informed interventions and services which are likely to deliver the best outcomes for the investment. This includes targeting factors shown to be related to NOMS intended outcomes and using a service design which will be effective with the groups which receive it.</b></p> <ul style="list-style-type: none"> <li>• At Brinsford we offer TSP and FOR accredited programmes.</li> <li>• Cognitive Skills programmes such as TSP have been shown to be effective at reducing reoffending for certain offence groups, such as violent, sexual and drug offences. There is little benefit to date in the research for robbery and acquisitive offenders completing such programmes. TSP is therefore not commissioned for such offenders. We will therefore target TSP first at prisoners with a current conviction for violence who have an OGRS score of 50 or more. If places cannot be filled from this group, we will expand the offer to include those with an OGRS score of above 25.</li> </ul>

	<ul style="list-style-type: none"> <li>As a prison with a local function and a considerable number of prisoners on short sentences, FOR is well suited to our offender group. As FOR is commissioned for all offender types, we will target FOR primarily at prisoners with a current conviction for an acquisitive offence. However programme places are also open to those with a conviction for violence. (We will prioritise the TSP programme initially for participants, however consideration will also be given to those who have completed TSP, to access the FOR programme in their last six months of their sentence in order to meet the young adults resettlement needs upon release) We will ensure that prisoners do not complete both programmes as we recognise that such duplication is usually unnecessary and not the best use of scarce programme resources.</li> </ul> <p><b>3B 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.</b></p> <p>Brinsford has a comprehensive Assurance Framework that covers all areas of delivery and enables us to assess performance, identify areas for improvement and provide evidence to interested parties on quality of delivery and defensible use of resources.</p> <p><b>Our internal Assurance Framework consists of but is not limited to:</b></p> <ul style="list-style-type: none"> <li>Delivery against Service Delivery Indicators (SDI's) and internally set monitoring targets (Management Information) – Remedial Actions directed, agreed and discussed at SMT where appropriate and disseminated out.</li> <li>Action Plan Completion – Self Audit, Functional, HMIP, External Audit, Programmes Audit etc – Assurances given through direct reporting to Region, the Governor and SMT</li> <li>Audit – <b>Self Audit</b> (Action agreed by standard owner), <b>Internal Audit/Inspection</b> (Actions agreed by functional head/directed by Governor), <b>National Systems Audit</b> (local processes reviewed and remedial action taken where necessary – e.g. Payment Plus, Use of Force), <b>Audit and Corporate Assurance</b> (Governor agrees Action plan with Functional Lead and progress is formally reported back).</li> <li>HMIP – expectations and progress against recommendations accepted in Action Plan</li> <li>Assurance against Specifications (including all PSI Required Actions) – SBC Programme surrounds both Cost and Delivery</li> <li>MQPL – Performance is monitored through Trainee Consultation (You Said/We Did) and specific actions surrounding issues raised – Task and Finish Group in existence.</li> <li>Risk Register – Risks are allocated to owners – feedback is given at SMT – formal Risk Reviews take place quarterly and following a significant event.</li> <li>National Training Requirements completed – Information Assurance, Fire Safety etc</li> <li>Internal Quality Assurance Frameworks pertaining to specific Service Delivery Elements e.g. Programme Delivery, Learning and Skills Delivery, Healthcare Services</li> <li>Contract Management and Monitoring Forums in place in respect of all Commissioned Services</li> </ul>
<p>4. Ensure delivery is matched to population, purpose and</p>	<p><b>4A 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.</b></p> <ul style="list-style-type: none"> <li>All offenders have access to the core rehab services regardless of OGRS score</li> <li>General offending behaviour programmes such as TSP have been shown to be effective at reducing reoffending for certain offence groups, such as violent, sexual and drug offences. There is little benefit to date in the research for robbery and acquisitive offenders completing</li> </ul>

NOMS outcomes	such programmes. TSP is therefore not commissioned for such offenders. Segmentation data has been reviewed to propose delivering 3 groups of TSP in the next financial year.		
	<ul style="list-style-type: none"><li>• We also intend to deliver 4 groups of FOR in the next financial year. This meets the need of our population well and ensures that resource follows risk.</li><li>• We have also expressed an interest in the identity matters programme around gangs and await an outcome in the spring. Additionally recent figures suggest that we have 41% of offenders who may fit the criteria for a DV programme so this is also being explored.</li><li>• In the event that we keep our facilitator team to 1 x TM and 6 Facilitators as per bench mark specification, we could offer effective regimes interventions probably every 6-8 weeks without any issues once we have filled the 2 vacant posts. However in the current team we could only offer a week starting 1<sup>st</sup> – 5<sup>th</sup> December.</li></ul>		
	<b>Segmentation data suggests that the population at Brinsford is largely high and very high risk</b>		
	OGRS 0-24, Low	32	8%
	OGRS 25-49, Medium	76	19%
	OGRS 50-74, High	156	40%
	OGRS 75-89, Very High	114	29%
	OGRS 90-100, Prolific	16	4%
	<b>Total</b>	<b>394</b>	<b>100%</b>
	<b>The key segments in terms of offence type are found within the violence and robbery groups.</b>		
Sexual	13	3%	
Violent	120	30%	
Robbery	111	28%	
Acquisitive	83	21%	
Drugs	44	11%	
Motoring	11	3%	
Other	12	3%	
<b>Total</b>	<b>394</b>	<b>100%</b>	
<b>The majority of offenders have sentences of between one and 4 years (55%) with the majority (54%) having less than six months of their sentence to serve whilst at HMYOI Brinsford.</b>			

< 12 months	57	14%
1-4 years	217	55%
4 years+ Determinate	79	20%
Indeterminate	13	3%
Recall	28	7%
<b>Total</b>	<b>394</b>	<b>100%</b>

Time to Serve										Whole population Total	
< 6 Months		6 Months - 1 Year		1 Year - 2 Years		2 Years to 5 Years		> 5 Years			
186	54%	78	22%	61	18%	19	5%	3	1%	347	100%

- **Low intensity** case management is the core level of service, to enable the following to take place:
  - Assessment
  - Sentence planning
  - Referral to rehabilitative services provided under the 'core offer'
  - Keeping in touch – this should be part of a whole prison approach (Our New Way) so that any contact, e.g. when supervising a wing, is used to check in with offenders and is fed back to the Offender Supervisor. Other approaches might include offering a 'surgery' or drop-in session whereby low risk offenders are offered brief appointments to check on progress.
- Low intensity case management will be aimed at those with low OGRS scores and is expected to be all a local prison can offer
- **Medium intensity** case management involves one to one supervision, based on a pro-social approach and focuses on:
  - recognising achievement
  - motivation to maintain or make progress
  - reflecting on setbacks and planning for positive change
  - consolidating learning from interventions
  - observing changes in behaviour or attitudes
  - encouraging the offender to own their change
- Medium intensity case management will be aimed at those with medium or high OGRS, OVP or RM2000 scores, and indeterminate sentence prisoners
- **Highest intensity** case management is:
  - As above, with more frequent/longer supervision sessions
  - Active advocating for offenders where they may need help in accessing services to reduce reoffending
- Highest intensity case management will be reserved for those with the highest OGRS scores (75+ where resources allow) and ISPs who are approaching a key stage such as tariff date, Parole review, or move to open conditions

	<ul style="list-style-type: none"> <li>• <b>Risk management</b> activity will vary, informed by security considerations and offender's risk of serious harm rating</li> <li>• A <b>minimum risk management</b> approach will be based on partnership between the OMU, Security Department and others as required, so that all risk information is shared</li> <li>• <b>More intensive risk management</b> will be targeted according to OASys Risk of Serious Harm ratings, including observing and recording behaviour, and restricting/monitoring visits where necessary.</li> <li>• Highest levels of risk management, which includes monitoring of communications and discussion at inter-departmental risk management meetings in cases of greatest concern, will be prioritised from those with the highest OASys Risk of Serious Harm ratings.</li> </ul>
5. Ensure that delivery of services is responsive to individual needs and characteristics to maximise outcomes	<p><b>5A 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.</b></p> <ul style="list-style-type: none"> <li>• There are a number of standard processes for the identification and assessment of individual needs within the first days of custody. Every offender within HMP Brinsford is treated as an individual and their individual needs are assessed and catered for as required. Every prisoner has a basic custody screening and all relevant information is recorded on P NOMIS, shared appropriately, proactively and sensitively across the organisation and with our partners. Offender supervisors also ensure relevant sharing of information to ensure offender's individual needs are identified. Health screening, education assessments, safer custody and cell sharing risk assessments all form part of the assessment process.</li> <li>• Systems are in place to monitor individual needs through the duration of custody. ACCT documents, OASys sentence plans, learner &amp; development plans and care plans are all tools used to manage and monitor offenders and ensure that the establishment both recognises and responds to individual needs.</li> <li>• As HMP Brinsford is a young offender's prison it is recognised that the population differs due to lack of maturity and associated attitudes to risk taking of the young men. We intend to undertake further work this year to develop our understanding of psychosocial immaturity and how it can be measured and overcome. The Governing Governor is a member of the Governors' Consultative Committee set up by MoJ to define a new pathway for working with immature young adults in prison. We are therefore fully aware of potential developments in our understanding of the needs of young adults, and we hope that Brinsford can be a pilot centre for any new approaches that come out of this national work.</li> </ul> <p>The individual needs and characteristics being identified, assessed and monitored are:</p> <p>Learning Disability and Difficulty Physical Health and Disability Mental Health Maturity, including capacity for taking responsibility for and understanding consequences of one's actions, and attitudes to risk taking Family circumstances (e.g. relationship breakdown, caring responsibilities, financial difficulties etc.) Gender Sexual Orientation Race</p>



	<p>Age Faith Gender Re-Assignment</p> <p><b>5B 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 access appropriate services.</b></p> <ul style="list-style-type: none"> <li>• Offender supervisors use information regarding individual needs and characteristics to sequence services and ensure offenders can access equitable services dependent on need. This information is used to tailor individual plans that adapt and sequence services to optimise the outcome for the offender. Further review and adjustments will be made as required i.e. adapting materials, interventions and communication styles.</li> <li>• Staff will receive information and training to support them in recognising barriers to engagement that may arise owing to factors such as age, sexuality, disability etc</li> <li>• Regional meetings will be attended three times per year chaired by ERDG Lead for West Midlands to support prison equality work</li> </ul>
<p>6. Deliver priority national or specialist services</p>	<p><b>6A 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.</b></p> <ul style="list-style-type: none"> <li>• In relation to NOMS' approach to the identification, assessment and management of extremist offenders, HMP Brinsford will ensure delivery in the key thematic areas of Intelligence Gathering &amp; Management; Offender Management and Public Protection; and Interventions &amp; Resettlement, as assessed by NOMS HQ. HMP Brinsford 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.</li> </ul> <p><b>6B Deliver victim-offender conferences (Restorative Justice) where capacity exists and develop partnerships and a supportive environment to enable delivery where it does not</b></p> <p>HMP Brinsford will develop partnerships and a supportive environment ,with focus on developing: the creation of a supportive environment which will enable delivery of victim-offender conferencing (RJ),with focus on developing;</p> <ul style="list-style-type: none"> <li>• Awareness of RJ amongst relevant staff groups</li> <li>• Partnerships with organisations and local commissioners to support delivery of RJ ,subject to partnership funding</li> <li>• Infrastructure to support delivery, including development of;</li> <li>• a single point of contact for RJ</li> <li>• agreed referral processes with partners</li> <li>• processes which contribute to suitability and risk assessments</li> <li>• appropriate gate procedures for entry into the prison of victims and other participants</li> </ul>

	<ul style="list-style-type: none"> <li>• appropriate rooms are available for the conference to take place</li> <li>• integration of RJ into sentence planning</li> </ul> <p><b>6C 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.</b></p> <p>The prison will:</p> <ul style="list-style-type: none"> <li>• Consider BASS support-only for those with their own accommodation who could be released with additional support</li> <li>• Promote BASS within the establishments, making use of BASS posters, leaflets and DVD available from the contractor, Stonham</li> <li>• Monitor BASS referral and placement trends and investigate when these are outside the expected range and establish improvement objectives where outcomes are substantially below the expected or historic level for the institution.</li> </ul> <p><b>6D Increase the amount of commercial and economically beneficial work in prisons undertaken by prisoners.</b></p> <ul style="list-style-type: none"> <li>• There are a range of voluntary work experience placements available through the ROTL department.</li> <li>• The implementation of the Barista class and coffee shop will result in opportunities for accreditation in Barista skills</li> <li>• Regime review as part of MTT process will ensure that future training is in line with the local labour market to increase chances of employability to include horticulture and catering</li> </ul> <p><b>6E Support the delivery of efficiencies across the criminal justice system by increasing the use of prison video links.</b></p> <ul style="list-style-type: none"> <li>• HMP Brinsford will develop a 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. X will be the establishment lead for the NOMS video action plan and will establish and maintain relationships with the relevant stakeholders.</li> <li>• Work is being completed to improve the usage of video Link. An 8 week study has been undertaken and action plan has been produced. We can increase our usage as set out in the development objective</li> </ul>
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**Table 4a: Rehabilitation Services – Core Offer**

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 Core Offer Outputs	Name of Service Service Description	Commissioning Arrangements (NOMS Locally, Regionally or Co-Commissioned)
Staff support and encourage prisoners to participate fully in rehabilitation services	<p>We intend to introduce the Five Minute Interventionist approach throughout the prison during the course of the year. See Table 3 and the relevant Development Objective. One of the cornerstones of FMI is to encourage prisoners to participate in rehabilitation services and to increase their competence and confidence at working towards desistance.</p> <ul style="list-style-type: none"> <li>• We have a clear <b>strategic vision</b> including a shared understanding of outcomes and priorities to create a truly rehabilitative culture enabling prisoners to effectively engage with the regime and associated rehabilitative services. All departments now have identified <b>business and performance objectives that work toward achieving this vision</b>.</li> <li>• <b>Outstanding rehabilitative need</b> is identified and discussed with prisoners at induction. Information on this is shared with all who work with the prisoner so that they can be encouraged and supported to engage with appropriate services.</li> <li>• <b>Risk management</b> – all staff will make effective use of information sharing (such as the observation book, handover / daily briefing sheets) and monitoring mechanisms as part of their core tasks that contribute to a safe and secure, decent rehabilitative environment. This will also include ensuring that all information on the range of available rehabilitative services is maintained and up to date</li> <li>• At HMP Brinsford we operate an <b>integrated IEP system</b> that ensures all staff and prisoners have the ability to influence attainment levels through engagement with rehabilitative activity.</li> <li>• To embed the concept of “Every Contact Matters” we will roll out a series “back to basics” Communication Seminars to all staff. These will review how the Civil Service Core Competency Framework (CSCCF) maps to NOMS Vision and Values and statement of purpose and how staff behaviours and relationships between staff and prisoners can contribute to building our prison culture.</li> <li>• We will introduce the Every <b>Contact Matters</b> agenda into our contract management and staff performance reviews. All contract review meetings and staff/manager bilaterals will include discussions surrounding staff/staff and staff/prisoner relationships in addition to reviewing management information which can inform the strength of rehabilitative culture; for example - applications, correspondence, complaints, risk assessments etc.</li> </ul>	NOMS Locally, regionally and locally commissioned

<p>Prisoners are made aware of their responsibilities in engaging with and accessing services</p>	<p>Induction - Attendance at Induction is mandatory as part of the establishments First Night Process. This ensures all offenders are aware of services and access routes to these services. The Induction programme is delivered with input from multi disciplinary team and service providers.</p> <p>The Offender supervisors complete a Basic custody screening (BCS) for all prisoners attending Induction. This will provide early identification of risk, core service needs and an understanding of the individual obstacles to reintegration.</p> <p>Sentenced prisoners will have a OASys sentence plan completed in line with MTCS. The (BCS) document will be used to inform this process.</p> <ul style="list-style-type: none"> <li>• We have a joint <b>Statement of Purpose</b> with all our delivery partners which embodies our rehabilitative ethos promoting <b>responsible citizenship</b> amongst prisoners. This is widely publicised within the establishment and all prisoners 'sign up' to it on reception; it is then measured through mechanisms described below as well as being monitored through the IEP scheme.</li> <li>• All staff (including permanent staff, those on fixed term contracts and partner providers) will be made aware of the prison's Statement of Purpose and of our rehabilitative ethos. This is reflected in their contracts, job descriptions and via the SPDR process.</li> <li>• We will <b>measure the impact</b> we are having by monitoring sentence planning objectives including progress against sentence plan and completions, and take up of rehabilitative activities including numbers and types of qualifications and skills achieved ,</li> <li>• Through our <b>Every Contact Matters</b> agenda we will aim to ensure prisoners receive consistent messages. We have given all staff a pocket sized card reminding them of our vision and rehabilitation priorities including some key staff behaviours that are likely to generate positive change in prisoners such as listening to what the key priority issues are, giving practical assistance in problem solving rather than solving the problem for them, encouraging prisoners that they can change and promoting a sense of personal responsibility. We further believe that creating the coaching environment (as discussed above) within the prison will ensure that responsible citizenship is firmly embedded into our rehabilitative ethos.</li> <li>• All communication with prisoners is accessible and <b>responsive to their diverse needs</b>. All staff are supported to ensure their engagement with prisoners is effective through our mandatory equality and diversity awareness training delivered by our Safer Custody and Equalities manager.</li> </ul>	<p>NOMS Locally, regionally and locally commissioned</p>
<p>Prisoners anti social attitudes, thinking and behaviours are addressed by staff through pro social interaction and engagement</p>	<p>HMP Brinsford operates a personal officer scheme that requires minimum levels of interaction and engagement with all offenders. Staff are encouraged to listen, treat offenders fairly and with respect, address anti social behaviours and be consistent with offenders. This approach will be enhanced over the course of the year by training personal officers to adopt the FMI approach in their interactions with prisoners. See Table 3 and the relevant Development Objective.</p> <ul style="list-style-type: none"> <li>• HMP Brinsford's <b>Statement of Purpose</b> reflects our commitment to building a rehabilitative culture and is publicised in key places across the establishment to act as a reminder for all staff and prisoners of what is expected. All our internal correspondence including staff and prisoner notices carries this Statement which helps to ensure that it becomes embedded into fabric of the prison</li> </ul>	<p>NOMS Locally</p>

	<ul style="list-style-type: none"> <li>• We will take active measures to promote and improve understanding of the importance of <b>demonstrating pro-social behaviours and attitudes</b> at all levels, and use existing internal communication and line management arrangements to help embed effective practice and encourage a culture of continuous improvement</li> <li>• We have ensured there are clear links between the new <b>Competency Framework</b>, the prison, departmental and individual action plans as well as the more formal annual staff reporting mechanism to ensure there is consistency in the way we engage and support offenders.</li> <li>• We will <b>measure the impact</b> we are having through assessing trends in adjudications, violence management and MDT data and longer term through the findings from external scrutiny such as MQPL and HMIP visits.</li> <li>• We have developed pocket sized cards for all staff that serve as a reminder of their key pro social behaviours such as; taking time to listen, treat prisoners fairly and with respect, avoid labelling, and expressing and encouraging motivation and hope. This will ensure we embed the right staff behaviours as part of our 'Every Contact Matters' agenda. . We will conduct a 6 month pilot of the "<b>Structured Communication in Prisons - tools for prison staff</b> " on two units to ensure more consistent and meaningful engagement between staff and prisoners. We will analyse the results in Q4 2014-15, which will then determine the rate at which we roll out wider across the prison.</li> <li>• <b>A prisoner council</b> exists, which is encouraged to highlight good practice across different units/departments within the prison – this enables us to identify where we may need to develop further, positive staff interaction with prisoners.</li> <li>• <b>Our New Way</b>,- In collaboration with the regional HRBP we are currently exploring how we might embed coaching principles into every day staff and staff/prisoner interactions to create a pro-social culture which values growth and learning in both staff and prisoners.</li> </ul>	
Prisoners can access appropriate services that enable them to seek suitable employment and/or training for release.	<p>Following the BCS process and at the earliest opportunity, short term prisoners are encouraged to liaise with their employer to establish if they are able to retain their employment upon release. This process will be supported and can also be delivered by their Offender supervisor or the Jobcentre plus workers. As part of Induction process all prisoners have an assessment of Basic skills (BKSB Tool). This assesses literacy and numeracy levels. This score is used to identify needs and is shared with National Career Service and Offender Management.</p> <p>National Career Service is provided by Coventry, Solihull and Warwickshire partnership. All offenders will have opportunity to access careers advice during induction. A career plan will be completed.</p> <p>Prisoners are offered National Careers Service support possible training and skills needed for employment upon release. The Education department also deliver employability skills.</p> <p>Prisoners that have problems with employment can self refer at any time to see the jobcentre plus workers or National Careers Service advisors.</p> <p>Offender Supervisors will continue to work with those offenders who are in scope and advice, guidance and signposting to employment will be undertaken where appropriate.</p> <p>Education. MK College provider under OLASS4. Curriculum designed on needs analysis of offender</p>	NOMS Locally, regionally, locally and co commissioned

	<p>population and provides maximum of 250 activity spaces Vocational training such as Brick work, Carpentry and Joinery, Painting and decorating, plastering, industrial cleaning, horticulture, NVQ catering, Barista and barbering, courses are delivered in Animation, Art, ICT, Customer Care, Music tech and radio and media as well as basic literacy &amp; numeracy education provided.</p> <p>OLASS provision of Employability skills – this covers CV writing, self assessment for work and interview skills and techniques.</p> <p>The establishment operates the DWP “Work Programme”. This scheme enables prisoners to have a referral to the Work Programme immediately on release and to provide a true “through the gates” service. Part of this process involves undertaking the Job Seekers Allowance claim at the establishment prior to release thus ensuring the prisoner has access to benefits at the earliest opportunity upon release. The prison leaver will remain on the Work Programme for the standard period of two years unless they move into employment. This is facilitated by Job centre plus and Pertemps.</p> <p>Staff have a positive relationship with prisoners and signpost to activities and services in custody and enable them to access services and interventions</p>	
Prisoners can access services that enable them to manage housing needs created as a result of their custody.	<p>Housing needs assessment form is completed by the offender supervisors Prisoners are signposted to the Housing Team (NACRO). They source accommodation from local authority housing, private rental sector, hostels. Arrange to support individuals on release to get to their accommodation. Arrange tenancy retentions, BASS referral for HDC. Assist with rental arrears and re payment</p> <p>Specialist support in respect of mortgage advice and retention is offered by the CAB.</p>	NOMS Locally, regionally and locally commissioned
Prisoners can access services that enable them to seek settled and suitable housing for release.	Needs identified by Offender Supervisor in liaison with Offender Manager in community. And as above.	NOMS Locally
Prisoners can access services to enable them to address personal financial management issues created as a result of their custody.	<p>Finance - As part of the BCS process all prisoners are issued with a debt advice pack. Prisoners can then identify the area of debt management that they may need help with. They are signposted to the Citizens Advice Bureau (CAB) for support and advice. Complex cases are referred to outside specialists who work for the CAB in the community.</p> <p>Job Centre plus workers assist in stopping any benefits and then accessing them again once ready for release from custody.</p> <p>OLASS provider delivers Financial Studies and Personal Money Management and prisoners are encouraged to undertake this training.</p> <p>Prisoners may self-refer to the CAB at any time.</p>	NOMS Locally, regionally and locally commissioned
Prisoners can access available services which enable them to address their family welfare and family support needs.	<p>Visits are provided in accordance with Visits SBC.</p> <p>PACT provides visitor support, advice and guidance to families visiting prisons.</p> <p>Offenders can access support from the Samaritans via telephone</p> <p>Prisoners’ immediate families are invited and encouraged to contribute to sentence and resettlement planning objectives</p> <p>Prisoners are signposted to community based services that support prisoners families</p>	NOMS Locally, regionally and locally commissioned

Prisoners have equivalence of access to health services in custody as in the community.	<p>Health provision is monitored through a number of Key Performance Indicators that we report on to our own commissioners. Waiting lists are monitored and reported on at a number of meetings. There are regular contract meetings with the commissioners in relation to the main healthcare contract and we also monitor all of our sub-contracts including dentist and substance misuse clinical service, provided by Lifeline. There is no dentist waiting list, prisoners can see a GP in three days unless urgent, optician and physio will be seen within a month.</p> <p>On reception, prisoners <b>current health needs assessment</b> is reviewed, prisoners are subsequently signposted and supported in tackling any additionally identified needs</p> <p>Prisoners are provided the <b>contact details for existing community health related services</b></p> <p>Prisoners have <b>access to Primary and Secondary health services</b>, including mental health services, commissioned through Health including: Doctor-GP service, Dentist, Nursing care, Optician, Physiotherapy</p>	Regionally via NHS England
Prisoners can access treatment, services, advice and support around drug and alcohol needs.	Prisoners can access treatment, services, advice and support around drug and alcohol needs. All prisoners entering custody will be screened for drug and alcohol misuse. Identified prisoners will be located on the DARS Clinical Unit and supported through a recovery model substance misuse service provided by Lifeline. We also provide a Drug Recovery wing which gives additional support and intervention for those in recovery. Prisoners can self refer at any time. A menu of interventions is available for offenders to choose from which meets their individual need.	Regionally via NHS England
Prisoners who have experienced domestic violence, rape or abuse can access services that offer them advice and support.	Young adults who need it can access support via the Mental Health Team (In Reach) who obtain support via the Staffordshire Buddies	NOMS Locally
Prisoners who have been sex workers can access services that offer them advice and support.	Prisoners who have been sex workers can be referred to sexual health outreach teams. This will be facilitated by either the prisoner's offender supervisor or drug recovery worker.	NOMS Locally

<b>Table 4b: Rehabilitation Services - Additional Services Offer</b>			
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 <b>additional</b> to the core offer			
<b>Segment</b>	<b>Total no. of Prisoners within Segment</b> <ul style="list-style-type: none"> <li>Use the segmentation data tool on the NOMS Performance HUB to get the numerical data you need to populate this column</li> </ul>	<b>Strategic approach to meeting the needs of the segment</b>  <b>Title and description of rehabilitative services/interventions and case management activities</b> <ul style="list-style-type: none"> <li>Give the title and a brief description of the case management activities offered to offenders in each segment</li> <li>Give a brief description of the range of rehabilitative services and interventions offered to offenders by segment. Include any accredited programmes on offer.</li> <li>Use the guidance on targeting in Commissioning Intention 4a</li> <li>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.</li> </ul>	<b>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</b> <ul style="list-style-type: none"> <li>For accredited programmes give the number of completions</li> <li>It is not necessary to record volumes for case management activities</li> </ul>
All Offenders – where service targeted by need rather than risk	394	<p>We provide a Drug Recovery wing which gives additional support and intervention for those in recovery. Prisoners can self refer at any time. A menu of interventions is available for offenders to choose from which meets their individual need. The DRW is available to prisoners of any risk group/offence type and as such is targeted by need only.</p> <p>All offenders are able to access the Core Offer as described in Table 4a.</p>	
Sexual Offenders	OGRS 0-24 Low - 3      1% 25-49 Medium – 5      1% 5-74 High – 3              1% 75-89 V High – 2        1%	Brinsford is not a specialist site for sexual offenders nor is it designated as a support site. Low risk sexual offenders do not require specialist intervention and will be treated in the same way as other low risk prisoners. Higher risk sexual offenders will be assessed by OMU and wherever possible will be transferred to	As above



		<p>an SOTP site (e.g. Swinfen Hall). However in those cases where their sentence is too short for SOTP to be an option, and if we feel we can safely hold them at Brinsford given the nature of their conviction, we will manage the needs of individual offenders through the OMU and in conjunction with their OM. It may be for example that some offenders with a conviction for a sexual offence and who are higher risk would benefit from TSP and this would be offered if it could be done so safely.</p> <p>Where <b>OASys</b> 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).</p>																
Violent offenders	<p><b>OGRS 0-24 Low – 9 2%</b> <b>25-49 Medium -17 4%</b> <b>50-74 High - 52 13%</b> <b>75-89 V High – 36 9%</b> <b>90-100 Prolific - 6 2%</b></p> <p><b>OVP Scores are as follows: (Likelihood of Violent Reoffending).</b></p> <table><tr><td>Low, 0-29%</td><td>9</td><td>8%</td></tr><tr><td>Medium, 30-59%</td><td>45</td><td>38%</td></tr><tr><td>High, 60-79%</td><td>27</td><td>23%</td></tr><tr><td>Very High, 80-99%</td><td>6</td><td>5%</td></tr><tr><td><b>Total</b></td><td><b>104</b></td><td><b>87%</b></td></tr></table>	Low, 0-29%	9	8%	Medium, 30-59%	45	38%	High, 60-79%	27	23%	Very High, 80-99%	6	5%	<b>Total</b>	<b>104</b>	<b>87%</b>	<p>Where <b>OASys</b> has not already been completed, we will prioritise violent offenders for early OASys completion and subsequent reviews (as well as sexual offenders, and ensuring OASys is completed for those with no PSR first or shortest time left to serve).</p> <p>We will take <b>OVP</b> into consideration when targeting activities and services for violent offenders.</p> <p>For TSP, we will also include <b>OGRS 25 – 49% violent offenders</b> as we have enough places on TSP to cover their need, though first priority will be given to the 50+ OGRS violent offenders. <b>TSP– a short 19 session non offence specific thinking skills programme – is thought to be most effective with prisoners convicted of violence and is therefore currently our main rehabilitative strategy for this group. We would like to explore the possibility of augmenting TSP with a specialist violence programme and will discuss this further with commissioners during the year.</b></p> <p>Where we have violent Offenders with an <b>OVP score above 60%</b> (and long enough left to serve), we will refer them for assessment, with assistance from the regional Psychology team, for SCP and transfer them to an appropriate delivery site when they are suitable.</p> <p><b>DV offenders:</b> we will flag all offenders with a DV flag on OASys, for assessment using SARA. Where their risk is above ‘low’ we will assess their suitability for a DV intervention and transfer them to an appropriate delivery site when they are suitable. For those DV offenders that are high risk on the SARA assessment, we will also prioritise offenders from this group for higher intensity risk management including monitoring of visits, effective sharing of intelligence with external partners, and, where necessary monitoring of correspondence.</p> <p><b>FOR – Focus on Resettlement is a cognitive motivational resettlement intervention designed to give a kick start to the process of change. This programme is also suitable and available for violent offenders.</b></p>	<p><b>TSP – 24 starts, 21 completions</b></p> <p><b>FOR – 32 starts, 28 completions</b></p>
Low, 0-29%	9	8%																
Medium, 30-59%	45	38%																
High, 60-79%	27	23%																
Very High, 80-99%	6	5%																
<b>Total</b>	<b>104</b>	<b>87%</b>																

Indeterminate Sentenced Prisoners (ISPs)	<p><b>Sexual Offenders OGRS high/V High – 2 1%</b></p> <p><b>Violent Offenders OGRS High/V High - 7 2%</b></p> <table><tr><td rowspan="4">OGRS 25-49, Medium</td><td>Sexual</td><td>1</td><td>0%</td></tr><tr><td>Violent</td><td>2</td><td>1%</td></tr><tr><td>Robbery</td><td>1</td><td>0%</td></tr><tr><td><b>Total</b></td><td><b>4</b></td><td><b>1%</b></td></tr><tr><td rowspan="3">OGRS 50-74, High</td><td>Violent</td><td>5</td><td>1%</td></tr><tr><td>Robbery</td><td>1</td><td>0%</td></tr><tr><td><b>Total</b></td><td><b>6</b></td><td><b>2%</b></td></tr><tr><td rowspan="3">OGRS 75-89, Very High</td><td>Violent</td><td>2</td><td>1%</td></tr><tr><td>Acquisitive</td><td>1</td><td>0%</td></tr><tr><td><b>Total</b></td><td><b>3</b></td><td><b>1%</b></td></tr></table>	OGRS 25-49, Medium	Sexual	1	0%	Violent	2	1%	Robbery	1	0%	<b>Total</b>	<b>4</b>	<b>1%</b>	OGRS 50-74, High	Violent	5	1%	Robbery	1	0%	<b>Total</b>	<b>6</b>	<b>2%</b>	OGRS 75-89, Very High	Violent	2	1%	Acquisitive	1	0%	<b>Total</b>	<b>3</b>	<b>1%</b>	<p>The intensity of case management for ISPs will range from medium to high and will vary over the course of their sentence, with highest levels of intensity around key events such as preparing for moves to open conditions. Intensity of case management for ISPs will also vary according to the level of risk the offender presents (including risk of reoffending, violence, sex offending etc).</p> <p>Bi-annual one to one case management sessions will be staged around key events in their sentence will focus on preparing for/consolidating learning from a programme, reviewing progress, addressing any setbacks, and helping the offender plan next steps.</p> <p>Offenders who are approaching earliest release date offenders will be prioritised for access to interventions although consideration on a case by case basis where this means that a determinate prisoner could be released without treatment.</p>	As above
OGRS 25-49, Medium	Sexual		1	0%																																
	Violent		2	1%																																
	Robbery		1	0%																																
	<b>Total</b>	<b>4</b>	<b>1%</b>																																	
OGRS 50-74, High	Violent	5	1%																																	
	Robbery	1	0%																																	
	<b>Total</b>	<b>6</b>	<b>2%</b>																																	
OGRS 75-89, Very High	Violent	2	1%																																	
	Acquisitive	1	0%																																	
	<b>Total</b>	<b>3</b>	<b>1%</b>																																	
Low likelihood of any reconviction OGRS 0- 24%	<table><tr><td>Sexual</td><td>3</td><td>1%</td></tr><tr><td>Violent</td><td>9</td><td>2%</td></tr><tr><td>Robbery</td><td>12</td><td>3%</td></tr><tr><td>Drugs</td><td>5</td><td>1%</td></tr><tr><td>Motoring</td><td>2</td><td>1%</td></tr><tr><td>Other</td><td>1</td><td>0%</td></tr><tr><td><b>Total</b></td><td><b>32</b></td><td><b>8%</b></td></tr></table>	Sexual	3	1%	Violent	9	2%	Robbery	12	3%	Drugs	5	1%	Motoring	2	1%	Other	1	0%	<b>Total</b>	<b>32</b>	<b>8%</b>	<p><b>Accredited programmes are not suitable for this group and so not commissioned for this group. Low risk offenders are offered Core Rehabilitation Services only.</b></p> <p><b>Low intensity case management</b> for offenders in this OGRS band except for violent offenders with OVP of 30%+, sexual offenders assessed as medium risk or higher under RM2000, or indeterminate sentenced prisoners.</p> <p><b>Low intensity case management includes:</b> Offender Supervisor review of sentence plan, a drop-in surgery for offenders to attend brief appointments/check on progress in engaging with rehabilitation services. Offender Supervisors will make use of their time on wing supervision duty to "catch-up" with some of their caseload. We will put in place an approach based on 'Every Contact Matters' to ensure that all staff who have contact with offenders understand their role in contributing to rehabilitation, and feed back on any relevant contact to the OMU and Offender Supervisors.</p> <p><b>Risk management</b> – security considerations inform decisions about the targeting of risk management activities as does the offender's risk of serious harm rating (regardless of their OGRS band).</p> <ul style="list-style-type: none"><li>• <b>Our minimum risk management</b> approach for all offenders is based on partnership between the OMU, Security Department and others as required, so that all risk information is shared.</li><li>• <b>Medium ROSH ratings</b> prompt a pro-active approach to observing and recording behaviour, and sharing information across the prison, and restricting/monitoring visits where necessary.</li><li>• <b>High/Very high ROSH ratings</b> are prioritised for highest levels of risk management, which includes monitoring of communications and discussion at inter-departmental risk management meetings in cases of greatest concern.</li></ul>	As above												
Sexual	3	1%																																		
Violent	9	2%																																		
Robbery	12	3%																																		
Drugs	5	1%																																		
Motoring	2	1%																																		
Other	1	0%																																		
<b>Total</b>	<b>32</b>	<b>8%</b>																																		

Medium likelihood of any reconviction OGRS 25-49%	Sexual	5	1%		<b>Low Intensity case management will be provided (as described in 0-24% above)</b> for offenders in this OGRS band, except for violent offenders with OVP 30%+, sexual offenders assessed as medium risk or higher under RM2000, or indeterminate sentenced prisoners.  Offenders in this risk band will be considered for TSP but will not secure a place above someone with a higher OGRS score.	As above
	Violent	17	4%			
	Robbery	37	9%			
	Acquisitive	5	1%			
	Drugs	11	3%			
	Other	1	0%			
	<b>Total</b>	<b>76</b>	<b>19%</b>			
High likelihood of any reconviction OGRS 50- 74%	Sexual	3	1%		<b>Medium Intensity case management will be made available to as many offenders in this OGRS band as resources will allow.</b> We will begin by prioritising violent offenders with OVP 30%+, sex offenders with a RM2000 above 'low' and all indeterminate sentenced offenders for this level of service. <b>Medium intensity case management includes:</b> one to one supervision, recognising achievements / reflecting on setbacks and planning for positive change, motivation to maintain or make progress, consolidate learning, observe changes in behaviour or attitudes etc. This is a large group so we will schedule one to one sessions in response to events in each case, with the frequency and length of appointments increasing for those closest to release date, where key work/activity is still required.  <b>Short sentence prisoners and those in the last 12 months of their sentence in this OGRS band who</b> are nearing the end of their sentence, will be prioritised to access rehabilitative services to support their resettlement needs. Contact will be made with public protection agencies, as required, in preparation for release.  <b>TSP: Non-acquisitive offenders</b> in this OGRS band are offered assessment for and a place on TSP.  <b>Acquisitive offenders:</b> We are working with co-commissioning partners to ensure that acquisitive offenders who need drug treatment are able to access it. Offender supervisors will work to motivate and encourage acquisitive offenders to take part in drug treatment.  <b>FOR – Focus on Resettlement which is a cognitive motivational resettlement intervention designed to give a kick start to the process of change is available to this risk group.</b>	As above
	Violent	52	13%			
	Robbery	48	12%			
	Acquisitive	28	7%			
	Drugs	20	5%			
	Motoring	3	1%			
	Other	2	1%			
<b>Total</b>	<b>156</b>	<b>40%</b>				
Very high likelihood of any reconviction OGRS 75-89%	Sexual	2	1%		<b>Highest intensity case management</b> will be made available to as many offenders in this OGRS band as resources will allow. We will begin by prioritising violent offenders with OVP over 60%, sex offenders with a RM2000 above 'medium' and indeterminate sentenced offenders approaching tariff or a move to open conditions. <b>Highest intensity case management is</b> as medium intensity but with more frequent / longer supervision sessions (with a clear purpose linked to the aims of the sentence plan), and active advocating for offenders where they may need help in accessing services to reduce re-offending..  <b>Acquisitive offenders:</b> The prison is engaged with Public Health England in order to ensure that prisoner needs around drug misuse are understood and the right services are available at HMP Brinsford. Offender supervisors will work to motivate and	As above
	Violent	36	9%			
	Robbery	14	4%			
	Acquisitive	43	11%			
	Drugs	8	2%			
	Motoring	5	1%			
	Other	6	2%			
<b>Total</b>	<b>114</b>	<b>29%</b>				

		<p>encourage acquisitive offenders to take part in drug treatment.</p> <p><b>Short sentence prisoners:</b> those that are nearing the end of their sentence will be prioritised to access rehabilitative services to support their resettlement needs.</p> <p><b>TSP: Non-acquisitive offenders</b> in this OGRS band are offered assessment for and a place on <b>TSP</b>.</p> <p><b>FOR – Focus on Resettlement which is a cognitive motivational resettlement intervention designed to give a kick start to the process of change is available to this risk group.</b></p>																
Extremely high likelihood of any reconviction (prolific) OGRS 90-100%	<table><tr><td>Violent</td><td>6</td><td>2%</td></tr><tr><td>Acquisitive</td><td>7</td><td>2%</td></tr><tr><td>Motoring</td><td>1</td><td>0%</td></tr><tr><td>Other</td><td>2</td><td>1%</td></tr><tr><td><b>Total</b></td><td><b>16</b></td><td><b>4%</b></td></tr></table>	Violent	6	2%	Acquisitive	7	2%	Motoring	1	0%	Other	2	1%	<b>Total</b>	<b>16</b>	<b>4%</b>	<p><b>Over 12m - Highest Intensity case</b> management – as medium intensity but with frequent / longer supervision sessions (but with a clear purpose linked to the aims of the sentence), including commissioning specialist one to one interventions as required, active advocating for offenders where they may need help in accessing services to reduce re-offending. Where resources allow, we will particularly prioritise the highest OGRS, OVP and RM2000 groups, and indeterminate sentenced offenders approaching a key stage in their sentence. As part of our case management approach for this risk group, offenders are referred to IOM services in the community for post release supervision and support.</p> <p><b>Short sentence prisoners:</b> those that are nearing the end of their sentence will be prioritised for IOM and to access rehabilitative services that support safe resettlement.</p> <p><b>TSP– a short 19 session non offence specific thinking skills programme</b></p> <p><b>FOR – Focus on Resettlement is a cognitive motivational resettlement intervention designed to give a kick start to the process of change</b></p>	As above
Violent	6	2%																
Acquisitive	7	2%																
Motoring	1	0%																
Other	2	1%																
<b>Total</b>	<b>16</b>	<b>4%</b>																

Table 5: Accredited Programmes provided in the establishment		
Does this establishment deliver NOMs Commissioned accredited programmes?		Yes
Name of accredited programme	Number of agreed starts (expected for 2014-15)	Number of agreed completions (planned total for 2014-15)
<b>Living Skills Programmes</b>		
Thinking Skills Programme ( <b>TSP</b> )	28	21
Focus on Resettlement ( <b>FOR</b> )	30	28
<b>Grand Total</b>	<b>54</b>	<b>49</b>

**Table 6: Development Objective**

<b>CI Title &amp; No.</b>	<b>Objective:</b> Describe a SMART objective including what you want to achieve how you will measure your success and key milestones	<b>Does this contribute to a regional objective (yes/no)</b>
1(a), 1(b),1(c) Enhance public protection and ensure a safe, decent environment and rehabilitative culture	<p>We will introduce the Five Minute Interventionist approach to develop the rehabilitative culture of the prison by providing staff with the skills to make their everyday interactions with prisoners focused on assisting desistance from offending by offering encouragement, coaching, and constructive desistance-focused conversations.</p> <p>The introduction of FMI will begin with training the Custodial Managers (planned for March 2014) who will then be offered regular professional supervision sessions to help them develop their confidence and competence with the approach. Throughout Q1 the Custodial Managers will implement FMI in their own dealings with prisoners, and will consider the training needs and potential obstacles within the groups of staff that they manage in order to develop a plan to roll out the FMI approach further.</p> <p>By Q2, we will have developed a plan to roll out FMI training further across the prison and we will implement this over the remainder of the year.</p> <p>We will work with Commissioning Strategies Group to identify a methodology for measuring the impact of FMI on the rehabilitative culture of the prison.</p> <p>This Development Objective will be the responsibility of the Head of Residential Services and will be delivered primarily by the Custodial Managers.</p> <p>Review progress by 30.3.2015</p>	Yes
1(c)	<p>Efforts are made to ensure offenders experience the environment as safe.</p> <ul style="list-style-type: none"> <li>This is a building block of our strategic plan for delivering rehabilitative outcomes(see above) Monitor trends locally and regionally as evidenced by prisoner surveys, MQPL, Safety Audits, HMIP-Safety, Violence metric</li> <li>Implement new policy and guidance in 14/15 as an outcome of the review of the management of violence project.</li> </ul> <p>Review progress by 30.3.2015</p>	Yes

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<p>2. Strengthen integration of service delivery between directly funded, co-commissioned providers and wider partners</p>	<p>Recognising that the range and volume of partners with which we work is expanding, the Governor will ensure that by 30th September 2014 Brinsford review how they work with existing and new partners and providers (including by anticipating any changes as a result of Through the Gate) and create plans which describe how they will deliver:</p> <ul style="list-style-type: none"> <li>• A clear 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)</li> <li>• 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)</li> <li>• Leadership which actively enables and integrates services, where partnership working arrangements improve performance and aid resolution of issues</li> <li>• An understanding of resource allocation, and how delivery and choices impact on the investment and activity of others</li> <li>• An agreement on how to safely use and share data and information</li> </ul>	<p>Yes</p>
<p>2. Strengthen integration of service delivery between directly funded, co-commissioned providers and wider partners</p>	<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> <ul style="list-style-type: none"> <li>• Continue regional/local forums to monitor progress/improve practice with regional work programme providers</li> <li>• Work locally/regionally /nationally with NOMS policy lead to increase the number of DWP staff in prisons, as roll out of both Transforming Rehabilitation and Universal Credit takes place, focussing increasingly on resettlement prisons.</li> </ul> <p>Review progress by 30.3.2015</p> <p>2(c) Work together with NHS England and Public Health England in line with the National Partnership and Co-commissioning Agreement to ensure that the NHS commissioned health services (including clinical and non-clinical substance misuse services) in custody support both health and justice outcomes-</p> <ul style="list-style-type: none"> <li>• Analysis of health needs analysis at regional level, identifying gaps/shortfall in provision, taking account of the reconfiguration of the custodial estate including the creation of Resettlement prisons, promoting continuity of care from community to custody, between establishments and through the prison gate in partnership with new providers of probation services</li> <li>• Regional Strategic Health Partnership Group to consider how resources can be used more effectively to</li> </ul>	<p>Yes</p> <p>Yes</p>

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	<p>deliver better health outcomes, for example, contributing to a review of health care inpatient facilities, and including support for sustainable recovery from addiction to drugs and alcohol and improved mental health including dual diagnosis</p> <ul style="list-style-type: none"> <li>• Review and improve management information systems.</li> </ul> <p>Review progress by 30.3.2015</p> <p>2(d) Work with Local Authorities to ensure that 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> <ul style="list-style-type: none"> <li>• DDC/Governors/ to invite Local Authority leaders to regional discussions, to understand the provision that is currently in place, and how high need offenders can access that provision, engaging support from NOMS co-commissioners, to ensure integrated care and continuity of care between prisons and through the prison gate.</li> <li>• Evidence of how needs are met is captured</li> <li>• Implement mandatory service specification which is to be developed and issued in 2014/15</li> </ul> <p>Review progress by 30.3.2015</p> <p>2(e) Brinsford to work with relevant Local Authorities to promote inclusion of, and maximise benefits to offenders families</p> <ul style="list-style-type: none"> <li>• Share learning from the family engagement partnership pilot work to build family resilience at Stafford prison</li> <li>• All prisons to establish contact with a LA Co-ordinator to share data / good practice and develop effective interventions</li> </ul> <p>Review progress by 30.3.2015</p> <p>2(f) To ensure improved access to offenders services to support the delivery of the NHS/NOMS offender personality disorder strategy, by development of the violent and disruptive prisoner protocol at Brinsford</p> <p>Review progress by 30.3.2015</p> <p>2(g) Align services with Offender Learning and Skills Service (OLASS 4) providers in prison</p>	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p>
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	<p>DDCs and Lead Governors to manage their learning and skills within their prison clusters by reviewing the following evidence:</p> <ul style="list-style-type: none"> <li>• Evidence of labour market analysis in resettlement areas and learning needs analysis of the local population</li> <li>• Evidence of flexibility of learning delivery and funding allocations</li> <li>• Evidence of robust performance monitoring to ensure delivery meets need.</li> <li>• Evidence of effective employer engagement</li> <li>• Evidence of a focus on assessment on entry into custody and addressing functional skills needs, as a priority; a focus on developing skills for employment during the latter stages of a custodial sentence</li> </ul> <p>Review progress by 30.3.2015</p> <p>2(h)-see 6 (d) response</p>	
3. Deliver an efficient, quality service	<ul style="list-style-type: none"> <li>• By 30th November each prison will review <u>the type</u> 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 <u>the factors</u> 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 data and evidence, including that provided within the NOMS Evidence and Segmentation Companion Document (available at <a href="http://www.justice.gov.uk/about/noms/commissioning">www.justice.gov.uk/about/noms/commissioning</a>.) when completing these reviews and have in place a strategy for developing its use of evidence to inform practice to maximise outcomes.</li> </ul>	Yes
4. Ensure delivery is matched to population, purpose and NOMS outcomes	<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> <ul style="list-style-type: none"> <li>• We will work from evidenced based practice, and target resources to maximise the outcomes from the investment, continuing to explore with our commissioners an innovative regional model for maximising delivery</li> <li>• case management activity will be provided at a level proportionate to the likelihood of reoffending posed by each offender</li> </ul>	Yes

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	<ul style="list-style-type: none"> <li>• risk management activity will vary, informed by security considerations and offenders risk of serious harm rating</li> </ul> <p>Review progress by 30.3.2015</p>	Yes
5. Ensure that delivery of services is responsive to individual needs and characteristics to maximise outcomes	<p>5(a) and 5(b) All prisons will have systems in place to ensure that relevant individual needs (see list in CI 5b) are assessed effectively, and information shared appropriately, at the most helpful point in an offender's sentence to sequence and adapt service to individual need</p> <p>All prisons will have protective characteristic leads, (both staff &amp; prisoners as appropriate), and systems in place to ensure that relevant individual needs are assessed effectively, and information shared appropriately, at the most helpful point in an offender's sentence.</p> <ul style="list-style-type: none"> <li>• All prisons will ensure that staff receive information and training to support them in recognising barriers to engagement that may arise owing to factors such as age, sexuality, disability, etc</li> <li>• 3 meetings per year chaired by ERDG Lead for West Midlands region will take place to support prison equality work</li> </ul> <p>Review progress by 30.3.2015</p>	Yes

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6.Deliver priority national or specialist services	<p>6(b) Brinsford will develop partnerships and a supportive environment ,with focus on developing:</p> <ul style="list-style-type: none"> <li>• Awareness of RJ amongst relevant staff groups</li> <li>• Partnerships with organisations and local commissioners to support delivery of RJ</li> </ul> <p>Infrastructure to support delivery, including development of:</p> <ul style="list-style-type: none"> <li>• a single point of contact for RJ</li> <li>• agreed referral processes with partners</li> <li>• processes which contribute to suitability and risk assessments</li> <li>• appropriate gate procedures for entry into the prison of victims and other participants</li> <li>• appropriate rooms are available for the conference to take place</li> </ul> <p>Review progress by 30.3.2015</p>	yes
	<p>6(d) Increase the amount of commercial and economically beneficial work in Brinsford undertaken by prisoners, for 14/15.Monitoring to include:</p> <ul style="list-style-type: none"> <li>• ONE3ONE delivery of their growth strategy, in partnership with prisons</li> <li>• Local work secured by individual prisons evidenced by CU095(a), hours recorded for work in prisons metric/ table 8a-agreed activity allocation places for 14/15-review quarterly in SLA prison performance report.</li> </ul> <p>Review progress by 30.3.2015</p>	yes
	<p>6(e) HMP Brinsford will increase the usage of video link by 3% during 14/15. We will</p> <ul style="list-style-type: none"> <li>• Complete and review local action plan</li> <li>• Continue links with BDG around national increases and good practice</li> <li>• Continue with establishing links with courts and other users to provide information to increase usage.</li> <li>• Monitor performance to consider further increase for 2015 /16</li> </ul>	no
	<p>30 Sept 2014</p> <p>30 Dec 2014</p> <p>30 Dec 2014</p> <p>30 Dec 2014</p>	

**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	
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 <sup>+</sup>	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	

<sup>+</sup> 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 award

**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	Yes	Go live April/May 2014
40	Mother & Baby Unit	No	Existing service specification which remains in force
41	Deliver Victim Offender Conferencing (Restorative Justice)	No	Go live April/May 2014

**Table 7c: Service Options, above the national minimum**

**(which are commissioned under this SLA)**

<b>Service specification</b>	<b>Output(s) commissioned</b>	<b>Service Option Commissioned [ YES / NO]</b>
Cell & Area Searching	A risk assessed programme of routine area searching is agreed, documented and completed correctly. <b>HSE only</b>	No
Cell & Area Searching	Assurance is sought through a risk assessed programme of covert testing. <b>Non HSE</b>	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	No
Visits - Services for Visitors	Visitors are able to purchase snacks and hot/cold drinks prior to the visits period.	Yes
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.	Yes
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.	Yes
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.	Yes
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. <b>Output wording subject to revision</b>	Yes

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 )	0.5 hours daily	
Physical Education	Minimum number of PE Hours [per week] (row 1 of the specification) (as calculated using the SBC published spreadsheet product)	2.5 hours weekly	



## 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
CU095a	Land Based Activities	16	2	32.5	0	0	0	0	0	0
<b>Total</b>		<b>16</b>								

**Table 8b: Services (not industries)**

<b>Table 8b CU095b (Hours Worked in Services) – this should contain services that are measured under this specific metric</b>			
<b>Activity Service Code</b>	<b>Service Description</b>	<b>Maximum number of prisoner places per activity (planned per week total for 2014-15)</b>	<b>CORE HOURS PER WEEK</b>
HU1 Wing Activities			
HU2 Wing Activities			
HU3 Wing Activities			
HU4 Wing Activities			
HU5 Wing Activities			
HU6 Wing Activities			
Kitchen	Kitchen workers	17	40
Orderly Cleaners	Reception, chapel, CSU etc	14	42
Recycling Activity	Recycling and waste management	16	30
Weekend Activity			
Works Department			
Wing Cleaning	Wing Cleaners	40	42
Other Occupations	Painters, Stores, mentors, programmes	12	42
<b>Sub total</b>		<b>99</b>	

**Table 8c- other permanent activity places**

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

<b>Table 8c: Other Activities</b>			
<b>This should contain activities that are not in scope of either CU095a (Hours Worked in Industry) or CU095b (Hours Worked in Services) metrics.</b>			
<b>Activity Service Code</b>	<b>Activity Description</b>	<b>Maximum number of FTE prisoner places per activity (planned per week total for 2014-15)</b>	<b>CORE HOURS PER WEEK</b>
Basic Key Skills up to level 2	Key Skills, literacy Numeracy	86	27
Core Education Classes	Faith based courses weekly	23	3
Education Induction Assessment	Coachright Employability	15	3
Education leading to accreditation	Art classes, H&Safety	50	27
PE Leading to QCA Qualifications	Football, Rugby course	30	3
Skills training leading to Accreditation	All vocational training	105	27
ROTL	Working outside of the establishment on land based activity, charity shops or other appropriate voluntary employment	Max 20	
Prison Induction Courses/Interviews			
Other			
<b>Sub total</b>		<b>329</b>	
<b>Table 8 Total</b>		<b>444</b>	

### 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	Domestics	Meal	Movement	Total Time Out of Cell
Mon	5h 37m	2h 00m	0h 00m	0h 54m	8h 31m
Tue	5h 37m	2h 00m	0h 00m	0h 54m	8h 31m
Wed	5h 37m	2h 00m	0h 00m	0h 54m	8h 31m
Thu	5h 37m	2h 00m	0h 00m	0h 54m	8h 31m
Fri	6h 37m	2h 00m	0h 00m	0h 27m	9h 04m
Sat	6h 45m	1h 45m	1h 15m	0h 00m	9h 45m
Sun	6h 45m	1h 45m	1h 15m	0h 00m	9h 45m

#### 5 day average time out of cell

Type	Activity	Domestics	Meal	Movement	Total Time Out of Cell
5-day	5h 49m	2h 00m	0h 00m	0h 48m	8h 38m

#### 7 day average time out of cell

Type	Activity	Domestics	Meal	Movement	Total Time Out of Cell
7-day	6h 05m	1h 55m	0h 21m	0h 34m	8h 57m

## 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)	4.50 %	4.50 %	4.50 %	4.50 %	4.50 %	4.50 %	4.50 %	4.50 %	4.50 %	4.50 %	4.50 %	4.50 %	4.50 %	4.50 %	4.50 %	4.50 %	4.50 %	
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 BME Score	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 - & 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)	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	3.40
CU067	HMIP Resettlement	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.95
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

## Official

		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	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	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	2.84
		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	2.81
		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)	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 %	100.00 %
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 Treatment Programme (SOTP) Completions																		942
CU021	Offending Behaviour Programme (OBP) Completions												49.00	49.00					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	91.00 %	91.00 %	91.00 %	91.00 %	91.00 %	91.00 %	91.00 %	91.00 %	91.00 %	91.00 %	91.00 %	91.00 %	91.00 %	91.00 %	91.00 %	91.00 %	91.00 %	
CU014	Training / Education on Discharge	16.63 %	16.63 %	16.63 %	16.63 %	16.63 %	16.63 %	16.63 %	16.63 %	16.63 %	16.63 %	16.63 %	16.63 %	16.63 %	16.63 %	16.63 %	16.63 %	16.63 %	
CU015	Employment on Discharge	15.00 %	15.00 %	15.00 %	15.00 %	15.00 %	15.00 %	15.00 %	15.00 %	15.00 %	15.00 %	15.00 %	15.00 %	15.00 %	15.00 %	15.00 %	15.00 %	15.00 %	
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