

Service	Bail Accommodation Support Service	Version	P3.2
Document	Service Specification	Sign-off Complete	MCB-OCT



# Service Specification for

## Bail Accommodation Support Service

### Service Specification Document

This document defines the service, including the required outcome(s) and outputs. As part of a Service Level Agreement or Contract, the national minimum outputs in this document are mandatory for all providers. The document can also contain optional outputs that are available for Commissioners to commission.

#### 1. Service Specification Document

Service	Bail Accommodation Support Service	Version	P3.2
Document	Service Specification	Sign-off Complete	MCB-OCT

Version Control Table		
Version No.	Reason for Issue / Changes	Date Issued
P1.0	Preview Publication	17/12/2010
P2.0	<p>Go-live publication. Main changes made:</p> <ul style="list-style-type: none"> <li>• IAC references amended to offenders subject to a Residence Requirement (as part of alternative to custody schemes approved by NOMS commissioners)</li> <li>• Output at row 25 (outreach service into courts and police stations) deleted, in line with end of additional funding</li> <li>• Output at row 31 amended to clarify responsibility of Probation Trust staff</li> <li>• Text added to clarify that Prison Service/ Probation Trust Responsibilities' at rows 26-40 are costed/specified in other dependent service specifications</li> <li>• Changed the reference to output rows in the output table on page 8 from "1-26" to "1-25"</li> </ul>	01/04/2011
AFP1.0	<p>Available for Planning Purposes version. Prepared for MOJ website to assist with forward planning, following revisions to align with the Rehabilitation Programme.</p> <p>Minor revisions to definition of service and strategic context. Standard wording about Rehabilitation Programme, female offenders and equality, added.</p> <p>Titles of dependent services updated where needed. Terminology updated, including Probation Service replaced by National Probation Service.</p> <p><u>Example measurement method for commissioners:</u></p>	10-03-2014

Service	Bail Accommodation Support Service	Version	P3.2
Document	Service Specification	Sign-off Complete	MCB-OCT

	<p>Updated in line with the performance and assurance framework.</p> <p><u>Service specification outputs</u>: no outputs have been added or deleted. Language of some existing outputs has been revised, including references added to outputs 12 and 15 about the statutory supervision post release period. Minor wording change to output 11 (action plan is “shared” with OM, if applicable, instead of “agreed with” OM).</p> <p>Output 18 (communication of risk information to offender manager): wording revised</p> <p>Output 24: revised to refer to refer to accommodation provided in units with a maximum of three service users, instead of two as previously.</p> <p>References to supporting PSI/PI updated.</p>	
P3.0	Go live version. No significant changes made. Minor updating of references.	03-06-2014
P3.1 IP	<p>Version prepared for internal publication only, in line with pre-election publication guidance.</p> <p><b>National Minimum Outputs:</b> Output rows 13 &amp; 16: ‘Social Care’ added as policy theme. Reference added to Care and Support Statutory Guidance (DH, 2014).</p>	01-04-2015
P3.1	Post-election publication version. No new changes made.	18-05-2015
P3.2	MOJ Community Commissioner policy reference update. The following changes have been made to this document: Reference to the NOMS Equalities Annual Report 2011-12. References to NOMS and replaced with HMPPS to reflect changes April 2017.	25-10-2017

Service	Bail Accommodation Support Service	Version	P3.2
Document	Service Specification	Sign-off Complete	MCB-OCT

## Introduction to the Bail Accommodation Support Service Specification

1.	<b>Service Name</b>	<b>Bail Accommodation Support Service (BASS)</b>
2.	<b>Key Outcome(s) for Service</b>	<p><b>Efficient use of Custody:</b> Provides courts with an alternative to remanding in custody and prisons with the option of release on Home Detention Curfew (HDC) for offenders who meet the criteria.</p> <p><b>Compliance with Order or Licence:</b> Service users comply with their Bail Order, Residence Requirement or HDC licence.</p> <p><b>Reducing Reoffending and Offender Resettlement:</b> The negative impact of custody on factors known to protect against reoffending is avoided for service users. BASS users address individual needs and are prepared for move-on to strengthen rehabilitation.</p>
3.	<b>Definition of Service</b>	<p>The Bail Accommodation and Support Service (BASS) allows more of those who are eligible, to be bailed (in some BASS cases, the electronic monitoring (EM) contract providers fit tags to measure compliance with bail curfew requirements) or released on HDC (where the EM suppliers fit tags to measure compliance with curfew), reducing loss of liberty and its negative impacts on family life, employment and housing.</p> <p>Those in BASS are people who could be bailed by the courts or are eligible for release on HDC other than they cannot provide an acceptable address and/or require support. The service helps to reduce offending and supports efficient use of public resources by freeing up prison places, thereby assisting in managing the prison population by providing a cost effective and beneficial alternative to custody or custodial remand.</p> <p>The purpose of the BASS contract is to provide suitable accommodation, individual support and, where necessary, to provide access to a range of community based or specialist support services</p> <p>The target groups for the scheme are those aged over 18 who, without the intervention of BASS would have a strong likelihood of being sent to or remaining in custody:</p> <ul style="list-style-type: none"> <li>• Defendants appearing in court who are likely to be remanded into custody unless they are provided with suitable accommodation and/ or support</li> <li>• Defendants who have already been remanded into custody whom the courts would bail if suitable accommodation and/ or support had been available</li> </ul>

Service	Bail Accommodation Support Service	Version	P3.2
Document	Service Specification	Sign-off Complete	MCB-OCT

		<ul style="list-style-type: none"> <li>Prisoners who are eligible for release on HDC whom governors may agree to release early if provided with suitable accommodation and/ or support</li> <li>Offenders subject to a Residence Requirement (as part of those alternative to custody schemes which are authorised by MOJ commissioners to use BASS)</li> </ul>
4.	<b>Service Elements In Scope</b>	<ul style="list-style-type: none"> <li>Accommodation and Support Services – Contracted Provider</li> <li>Referral and Liaison Services – National Probation Service and custodial services</li> </ul>
5.	<b>Out of Scope Service Elements</b>	<ul style="list-style-type: none"> <li>The provision of electronic monitoring devices to BASS service users</li> <li>The role of MOJ commissioners and contract managers in developing, supporting and managing the BASS scheme as a whole</li> </ul>
6.	<b>Dependent Service Elements</b>	<p><b>Please note that the shaded service elements listed as ‘Custodial Service / Probation Service provider Responsibilities’ at rows 26-40 are not held within this specification.</b> These service elements provide further detail regarding responsibilities which directly relate to this service but they are more generally specified as follows:</p> <ul style="list-style-type: none"> <li>The <b>Bail Services</b> specification captures the costs of both Court and prison based Bail Information Schemes</li> <li>The specification <b>Manage the Custodial &amp; Post Release Periods</b> covers custodial and National Probation Service costs for pre and post release HDC work including those with a BASS placement (such as assessment, liaison and enforcement)</li> <li>The specifications <b>Manage the Sentence for a Community Order/Suspended Sentence Order</b> and <b>Deliver Supervision Requirement</b> cover additional National Probation Service costs for overseeing Residence Requirements with accommodation providers such as BASS (such as assessment, liaison and enforcement)</li> </ul>
7.	<b>Strategic Context</b>	<p>The specification aligns with the Ministry of Justice (MOJ) <i>Transforming Rehabilitation: A Strategy for Reform</i> document published in May 2013. This outlines the services to be provided by the National Probation Service and prisons, and the services to be delivered by contracted providers.</p> <p>The National Probation Service holds responsibility for advice to courts, and offender management of MAPPAs and high risk of serious harm and other public interest offenders. For low and medium risk of</p>

Service	Bail Accommodation Support Service	Version	P3.2
Document	Service Specification	Sign-off Complete	MCB-OCT

serious harm cases, the National Probation Service must also respond to information from the contracted provider and staff working in prisons that suggests that there may be a potential escalation to high risk of serious harm, undertake renewed risk assessments and take on the responsibility for the management of any cases in which risk of serious harm has become high.

This specification requires effective working arrangements between the National Probation Service, prisons and providers of services, particularly in relation to ensuring that appropriate information about compliance and risk is available to inform advice to courts, management of offender risks, and breach.

BASS evolved from changes in a number of areas of NOMS policy and operation over the last decade:

- The Legal Aid and Sentencing and Punishment of Offenders (LASPO) Act, implemented in November 2012, full implementation of the Bail Services specification and the ongoing community sentencing reviews are all likely to increase Bail and BASS referrals and placements
- Approved Premises (previously known as Bail Hostels) now concentrate on managing offenders posing a high risk of serious harm to the public rather than providing accommodation for a range of defendants. This change in the target group has removed an option for lower risk bailees, who have become more liable to be remanded in custody
- Bail Information Schemes in courts were severely reduced from 2001 onwards due to pressure for efficiency savings thus impacting on the potential for reducing custodial remands through proactive first stage bail schemes
- The core requirement of the BASS contract is to make suitable accommodation available at relatively short notice, and where necessary be able to deliver access to a range of accommodation and support services

The BASS contract was let originally in 2007. Following consultation in 2009/10, the specification was revised to enhance areas such as:

- Risk assessment
- Greater flexibility in relation to support
- Use of smaller living units
- Strengthened consultation and working arrangements with local stakeholders

Service	Bail Accommodation Support Service	Version	P3.2
Document	Service Specification	Sign-off Complete	MCB-OCT

		<ul style="list-style-type: none"> <li>• Better promotion of the services in prisons, courts and probation</li> </ul> <p>Following re-competition of the service, a new contract was awarded in June 2010. Subsequent formal negotiations in 2013 enabled this contract to be extended to continue for a further two years until June 2015.</p> <p><b>Equalities</b></p> <p>Under the Equality Act 2010, the Ministry of Justice has an ongoing legal duty to pay ‘due regard’ to the need to: eliminate unlawful discrimination, harassment and victimisation and other prohibited conduct; advance equality of opportunity between different groups (those who share a protected characteristic and those who do not); and, foster good relations between different groups. Providers are required to act in accordance with this duty, as well as the more general provisions of the Equality Act. Historically, there have been unequal patterns of outcomes, with some groups of offenders with shared protected characteristics faring better than others The MOJ is committed to address this disproportionality.</p> <p><b>Female Offenders</b></p> <p>Female offenders are a minority grouping within the offender cohort and often exhibit complex needs which must be addressed if their risk of reoffending is to be reduced. The government published its Strategic Objectives for Female Offenders in March 2013, which is integral to the delivery of offender management services. Needs in relation to domestic violence, sexual violence, and abuse are highly prevalent among female offenders. The MOJ and NOMS continue to work with the Home Office on its Ending Violence Against Women and Girls annual action plan. The MoJ has been particularly keen to develop services which meet the specific needs of women and which re-unite children with a parent where appropriate.</p> <p>Whilst BASS caters for both males and females in separate accommodation, the service for women has been mainstreamed so that as far as possible the service, with the exception of the outreach service and post-placement follow-up, is available for all women on BASS.</p>
8.	<b>Flexibility</b>	<p>All the outputs in this specification are mandatory – referred to as the <b>National Minimum</b> – except for those outputs listed at rows 26-40. The latter, whilst not mandated by this service specification, are contained within other dependent services. Please see ‘Dependent Service Elements’ section six above for further details.</p>

Service	Bail Accommodation Support Service	Version	P3.2
Document	Service Specification	Sign-off Complete	MCB-OCT

9.	<b>Reference to Supporting Documents</b>	Delivery of this service is detailed in contract documentation as agreed between HMPPS and contracted provider.
10.	<b>Example Methods of Measurement/ Assurance</b>	Delivery under this specification is subject to the requirements set out in the NPS SLA; the CRC Contract (Schedule 9 - Service Levels and Service Credits and Schedule 21- Management Information); and NOMS Performance Reports. These documents include information about key performance measures, equalities data, management information, quality assurance and inspection activities.
11.	<b>References for Detailed Mandatory Instructions</b>	PI 10/2013 - Accommodation and Support for Bail and HDC (in relation to National Probation Services provider responsibilities) PSI 25/2013 – Accommodation and Support Service for Bail and HDC (in relation to custodial services provider responsibilities) Care and Support Statutory Guidance Issued under the Care Act 2014; Chapter 17. Prisons, approved premises and bail accommodation (DH, October 2014)
12.	<b>References for Non-Mandatory Guidance</b>	PI 10/2013 - Accommodation and Support for Bail and HDC (in relation to Probation Services provider responsibilities) PSI 25/2013 - Accommodation and Support for Bail and HDC (in relation to Custodial Service provider responsibilities)
13.	<b>Review Cycle</b>	Review cycle to be determined.



Service	Bail Accommodation Support Service	Version	P3.2
Document	Service Specification	Sign-off Complete	MCB-OCT

## Specification

### National Minimum

Row	Service Element	Outputs / Output Features	Applicable Offender Types	Policy Theme	Example Methods of Measurement / Assurance for Commissioners	References for Detailed Mandatory Instructions	References for Non-Mandatory Guidance
<b>BASS Provider Responsibilities: Rows 1-25</b>							
1.	Sourcing of Accommodation	Suitable furnished accommodation will be provided in locations to be agreed with the Authority.	All Service Users		Contract Management and/or Audit	Contract Documentation	
2.	Sourcing of Accommodation	Liaison is undertaken with key agencies in relation to property acquisition in line with contract requirements and national protocols.	All Service Users		Contract Management and/or Audit	Contract Documentation	
3.	Sourcing of Accommodation	Contingency plans exist for the provision of temporary accommodation within six hours of notice.	All Service Users		Contract Management and/or Audit	Contract Documentation	
4.	Management of Properties	House Rules and a Behaviour and Risk Management Framework are developed and agreed with the Authority.	All Service Users		Contract Management and/or Audit	Contract Documentation	
5.	Management of Properties	Properties are managed in accordance with the identified standards and the Property Management Procedures agreed with the Authority.	All Service Users		Contract Management and/or Audit	Contract Documentation	
6.	Management of Properties	Repair and maintenance are undertaken in accordance with the identified standards.	All Service Users		Contract Management and/or Audit	Contract Documentation	
7.	Management of referrals	There are systems in place to receive and assess referrals from prisons and courts within prescribed timescales.	All Service Users		Contract Management and/or Audit	Contract Documentation	

Service	Bail Accommodation Support Service	Version	P3.2
Document	Service Specification	Sign-off Complete	MCB-OCT

<b>Row</b>	<b>Service Element</b>	<b>Outputs / Output Features</b>	<b>Applicable Offender Types</b>	<b>Policy Theme</b>	<b>Example Methods of Measurement / Assurance for Commissioners</b>	<b>References for Detailed Mandatory Instructions</b>	<b>References for Non-Mandatory Guidance</b>
8.	Service User Induction	Service Users are introduced/inducted to the Property on arrival with particular emphasis in ensuring their understanding of the House rules, conditions of residence, and the Accommodation Agreement (signed by Service Users).	All Service Users		Contract Management and/or Audit	Contract Documentation	
9.	Relocation	In the event of a proposed relocation, Service Users are briefed and necessary approval obtained and notification given.	All Service Users		Contract Management and/or Audit	Contract Documentation	
10.	Support to Service User	Working relationships are established by support officers with key local services.	All Service Users		Contract Management and/or Audit	Contract Documentation	
11.	Support to Service User	An Action Plan is agreed with the Service User, and if applicable shared with the offender manager, and routinely reviewed and updated following support sessions.	All Service Users		Contract Management and/or Audit	Contract Documentation	
12.	Support to Service User	Service Users are enabled through one on one support (minimum of weekly meetings) to live successfully within the community and comply with the conditions of their order/licence including statutory supervision post release.	All Service Users		Contract Management and/or Audit	Contract Documentation	
13.	Support to Service User	Service Users are motivated and supported to engage with key local services and EM providers as appropriate as identified in the Action Plan.	All Service Users	Social Care	Contract Management and/or Audit Care and Support Statutory Guidance (DH 2014), ch 17	Contract Documentation	

Service	Bail Accommodation Support Service	Version	P3.2
Document	Service Specification	Sign-off Complete	MCB-OCT

<b>Row</b>	<b>Service Element</b>	<b>Outputs / Output Features</b>	<b>Applicable Offender Types</b>	<b>Policy Theme</b>	<b>Example Methods of Measurement / Assurance for Commissioners</b>	<b>References for Detailed Mandatory Instructions</b>	<b>References for Non-Mandatory Guidance</b>
14.	Compliance	Potential non-compliance with House Rules and/or order/licence including statutory supervision conditions are monitored through visits (both planned and unplanned).	All Service Users		Contract Management and/or Audit	Contract Documentation	
15.	Compliance	Termination of the Accommodation Contract and/or non compliance with order/licence, including statutory supervision post release conditions, are notified to appropriate enforcement authority within prescribed timescales.	All Service Users		Contract Management and/or Audit	Contract Documentation	
16.	Risk Management	Risks presented by service users are identified and managed through active engagement and collaboration with other agencies.	All Service Users	Social Care	Contract Management and/or Audit Care and Support Statutory Guidance, Ch. 17 (DH 2014)	Contract Documentation	
17.	Risk Management	Police and/or local authorities are informed about criminal and/or anti-social behaviour involving or affecting service users.	All Service Users		Contract Management and/or Audit	Contract Documentation	
18.	Risk Management	Issues and information that may suggest an increase in risk of serious harm are communicated to the offender manager who will reassess risk and refer to the appropriate risk authority as required.	Service Users on Community Orders or Licences or at Pre Sentence Report		Contract Management and/or Audit	Contract Documentation	
19.	Medical Need	In the event of medical need, service users are assisted in accessing medical care and necessary notification is given including liaison with the EM provider as required.	All Service Users	Health Pathway	Contract Management and/or Audit	Contract Documentation	

Service	Bail Accommodation Support Service	Version	P3.2
Document	Service Specification	Sign-off Complete	MCB-OCT

<b>Row</b>	<b>Service Element</b>	<b>Outputs / Output Features</b>	<b>Applicable Offender Types</b>	<b>Policy Theme</b>	<b>Example Methods of Measurement / Assurance for Commissioners</b>	<b>References for Detailed Mandatory Instructions</b>	<b>References for Non-Mandatory Guidance</b>
20.	Children	Single family unit accommodation and/or support services will be provided to enable children to be reunited with their parent subject to safeguarding procedures.	Service Users with children	Children and Families Pathway	Contract Management and/or Audit	Contract Documentation	
21.	Children	Service Users' potential risk to identified children and vulnerable adults is monitored and relevant information exchanged with appropriate agencies.	All Service Users	Children and Families Pathway	Contract Management and/or Audit	Contract Documentation	
22.	Move on Accommodation	Service Users are supported in finding move-on accommodation.	All Service Users		Contract Management and/or Audit	Contract Documentation	
23.	Performance Management	Data is provided as required for performance and statistical returns in an authority approved format.	All Service Users		Contract Management and/or NOMS Internal Audit	Contract Documentation	
24.	Services for Women	Accommodation provided in units with a maximum of three service users.	Female Service Users	Female Offenders	Contract Management and/or Audit	Contract Documentation	
25.	Services for Women	Female users receive a gender-specific service in respect of support and access to specialist services and mentoring.	Female Service Users	Female Offenders	Contract Management and/or Audit	Contract Documentation	

Service	Bail Accommodation Support Service	Version	P3.2
Document	Service Specification	Sign-off Complete	MCB-OCT

## Custodial Services, National Probation Service and Contracted Providers' Responsibilities

Please note that the shaded service elements listed as at rows 26-40 below are not costed within this specification. These service elements provide further detail regarding responsibilities which directly relate to this service, but they have been more generally specified and costed as follows:

- The **Bail Services** specification captured the costs of both Court and custody based Bail Information Schemes
- The specification **Manage the Custodial & Post Release Periods** covers custodial and National Probation Service costs for pre and post release HDC work, including those with a BASS placement (for example assessment/liaison/enforcement)
- The specifications **Manage the Sentence for a Community Order/Suspended Sentence Order** and **Deliver Supervision Requirement** cover additional National Probation Service costs for overseeing Residence Requirements with accommodation providers such as BASS (for example assessment /liaison/ and enforcement)

Also note that contracted providers will be responsible for **output rows 38-40** in BASS HDC cases, where they hold offender management responsibility.

<b>Row</b>	<b>Service Element</b>	<b>Outputs / Output Features</b>	<b>Applicable Offender Types</b>	<b>Policy Theme</b>	<b>Example Methods of Measurement / Assurance for Commissioners</b>	<b>References for Detailed Mandatory Instructions</b>	<b>References for Non-Mandatory Guidance</b>
<b>Custodial Services and National Probation Service responsibilities: Rows 26-40</b>							
26.	Referrals to BASS: Bail Information (Court and Prison based) and Residence Requirement	The Judiciary and eligible defendants and/or offenders (and their representatives) are made aware of BASS provision.	Eligible Defendants/ Offenders		Contract Management and/or Audit	PSI 25/2013 & PI 10/2013	PSI 25/2013 & PI 10/2013

Service	Bail Accommodation Support Service	Version	P3.2
Document	Service Specification	Sign-off Complete	MCB-OCT

<b>Row</b>	<b>Service Element</b>	<b>Outputs / Output Features</b>	<b>Applicable Offender Types</b>	<b>Policy Theme</b>	<b>Example Methods of Measurement / Assurance for Commissioners</b>	<b>References for Detailed Mandatory Instructions</b>	<b>References for Non-Mandatory Guidance</b>
27.	Referrals to BASS: Bail Information (Court and Prison based) and Residence Requirement	Prospective referrals are screened for suitability.	Eligible Defendants/ Offenders		Contract Management and/or Audit	PSI 25/2013 & PI 10/2013	PSI 25/2013 & PI 10/2013
28.	Referrals to BASS: Bail Information (Court and Prison based) and Residence Requirement	Referrals deemed eligible and suitable are made to BASS provider.	Eligible Defendants/ Offenders		Contract Management and/or Audit	PSI 25/2013 & PI 10/2013	PSI 25/2013 & PI 10/2013
29.	Referrals to BASS: Bail Information (Court and Prison based) and Residence Requirement	Courts are informed as to availability of BASS placements.	Eligible Defendants/ Offenders		Contract Management and/or Audit	PSI 25/2013 & PI 10/2013	PSI 25/2013 & PI 10/2013
30.	Referrals to BASS: Bail Information (Court and Prison based) and Residence Requirement	Court decisions on applications/proposals are communicated to BASS provider.	Eligible Defendants/ Offenders		Contract Management and/or Audit	PSI 25/2013 & PI 10/2013	PSI 25/2013 & PI 10/2013
31.	Referrals to BASS: Bail Information	Defendants/offenders are provided with required information and assisted in securing resources (e.g. travel warrant from PECS staff)	Eligible Defendants/ Offenders		Contract Management and/or Audit	PSI 25/2013 & PI 10/2013	PSI 25/2013 & PI 10/2013

Service	Bail Accommodation Support Service	Version	P3.2
Document	Service Specification	Sign-off Complete	MCB-OCT

<b>Row</b>	<b>Service Element</b>	<b>Outputs / Output Features</b>	<b>Applicable Offender Types</b>	<b>Policy Theme</b>	<b>Example Methods of Measurement / Assurance for Commissioners</b>	<b>References for Detailed Mandatory Instructions</b>	<b>References for Non-Mandatory Guidance</b>
	(Court and Prison based) and Residence Requirement	to travel to BASS accommodation.					
32.	HDC Referrals to BASS	Eligible prisoners are made aware of BASS provision.	Eligible Prisoners		Contract Management and/or Audit	PSI 25/2013	PSI 25/2013
33.	HDC Referrals to BASS	Applications are screened for eligibility and assessed for suitability.	Eligible Prisoners		Contract Management and/or Audit	PSI 25/2013	PSI 25/2013
34.	HDC Referrals to BASS	Referrals, if provisionally approved for HDC, are made to BASS and EM providers.	Eligible Prisoners		Contract Management and/or Audit	PSI 25/2013	PSI 25/2013
35.	HDC Referrals to BASS	Local suitability checks in relation to the use of BASS for HDC are processed within required timescales.	Eligible Prisoners		Contract Management and/or Audit	PI 10/2013	PI 10/2013
36.	HDC Referrals to BASS	HDC decisions on accepted referrals are communicated to BASS providers.	Eligible Prisoners		Contract Management and/or Audit	PSI 25/2013	PSI 25/2013
37.	HDC Referrals to BASS	Released prisoners are provided with required information/resources to travel to BASS accommodation.	Eligible Prisoners		Contract Management and/or Audit	PSI 25/2013	PSI 25/2013
<b>Custodial Services, National Probation Service and Contracted Providers' Responsibilities (Contracted providers will be responsible for output rows 38-40 in BASS HDC cases, where they hold offender management responsibility)</b>							
38.	Offender Manager Liaison with BASS	Working relationships are established by offender managers with BASS support officers including arrangements for information exchange.	Service Users on Community Orders or Licences		Contract Management and/or Audit	PI 10/2013	PI 10/201

Service	Bail Accommodation Support Service	Version	P3.2
Document	Service Specification	Sign-off Complete	MCB-OCT

<b>Row</b>	<b>Service Element</b>	<b>Outputs / Output Features</b>	<b>Applicable Offender Types</b>	<b>Policy Theme</b>	<b>Example Methods of Measurement / Assurance for Commissioners</b>	<b>References for Detailed Mandatory Instructions</b>	<b>References for Non-Mandatory Guidance</b>
39.	Offender Manager Liaison with BASS	The BASS contribution to the risk management of each service user (including move-on arrangements) is clearly defined in the offender manager's Risk Management Plan and Sentence Plan.	Service Users on Community Orders or Licences		Contract Management and/or Audit	PI 10/2013	PI 10/2013
40.	Offender Manager Liaison with BASS	Offender managers provide BASS support officers with timely information regarding offender's behaviour, risk indicators and relevant progress in respect of the Risk Management Plan.	Service Users on Community Orders or Licences		Contract Management and/or Audit	PI 10/2013	PI 10/2013