National Offender
Management Service

Annex to South West 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 Bristol

Local Establishment Annex 2014-15

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

Section 1: Service Overview

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

1. Establishment Details

Table 1: Establishment Details	
Establishment name	**HMP & YOI Bristol**
Establishment type	**Local resettlement/ YOI**
Specialist function	
Security Category / Categories:	**Category B or lower**
Annual Operating Price	**11,580,742**

2. Establishment Population

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

Table 2a: Capacity Specification	
Certified Normal Accommodation	407
Operational Capacity	614

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:	Adults (21 and over) and Young Adults (18-21)
Security Category:	Category B or lower
Sentence Status:	Remand and Sentenced prisoners
Sentence Length / Type:	No restrictions 37% unsentenced, 31% 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
HMP & YOI Bristol is a local prison holding male prisoners aged 18 and over. The population is mainly comprised of remand prisoners and newly sentenced prisoners. This establishment mostly holds prisoners remanded or sentenced by courts in the Avon and Somerset area and receives most of its prisoners from courts in the area, particularly Bristol.

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	N/A	228	**228**
Prisoners sentenced to less than 12 months	N/A	N/A	90	28	4	N/A	**122**
Determinate prisoners serving 12 months or more but less than 4 years	N/A	N/A	N/A	N/A	N/A	N/A	**0**
Determinate prisoners serving more than 4 years	N/A	N/A	N/A	N/A	N/A	N/A	**0**
Indeterminate prisoners	N/A	N/A	N/A	N/A	N/A	N/A	**0**
Determinate and indeterminate Recallees	N/A	12	25	1	2	0	**40**
Non-criminals	N/A	N/A	N/A	2	N/A	N/A	**2**
Resettlement	N/A	N/A	144	40	6	N/A	**190**
Discretionary	N/A	N/A	20	10	2	N/A	**32**
Total	**0**	**12**	**279**	**81**	**14**	**228**	**614**
Resettlement	Yes	**Reset %**		30+1%	**Reset No.**		184+6 Yos
Specialist Function							

SECTION 2: ESTABLISHMENT DELIVERY

Table 3: Local Response to Commissioning Intentions	
CI Title & No.	**Response to Commissioning Intention**
1. Public protection and safe, decent rehabilitative culture	**Actions & Management Strategies;** a. HMP Bristol's statement of purpose reflects our commitment to building a rehabilitative culture and is publicised in key places across the establishment for all staff and prisoners. There is a clear reducing reoffending strategy plan in place which focuses on how partner agencies work together to deliver rehabilitative outcomes. We also use formal Governor briefings and informal SMT contact to reinforce organisational values. b.To develop a rehabilitative culture we use the formal annual staff reporting mechanism to ensure there is consistency in the way we engage and support offenders and to challenge poor performance. We will focus on hope, optimism and opportunity for prisoners. The IEP scheme, and particularly the Entry Level development, has allowed us to concentrate on positive behaviour and challenge poor behaviour more flexibly. We have a zero tolerance to anti-social behaviour and Enhanced can only be achieved by individuals for supporting their peers. This is already helping to deliver a safe and decent environment. The implementation of NWOW and the 'every contact matters' approach is new to HMP Bristol and will be developed over the next 12 months by the Head of Residence.. The ROTL Policy is being reviewed, allowing eligible prisoners to focus on community reintegration. This policy will be biased towards rehabilitative applications. This review is ongoing by Head of OMU. The existing HMIP Action plan will allow us to focus on areas of weakness in our Resettlement Strategy, which were noted as;

	"*The strategy was good. Accommodation, debt and drug advice were particularly good but provision for family contact was not good enough*" We are continuing to focus on improving family contact, reducing the time taken to approve PIN phone applications. We will also be reinstating family visits to improve the quality of contact with families. Please refer to tables 4a and 4b for more detail of our work with prisoners and their families, as well as our link with the 'Troubled Families' initiative. In 2014 we will focus on delivering more purposeful activity so that the negative impacts of custody are mitigated and so that prisoners can take personal responsibility for giving themselves opportunities for employment on release. c. We currently meet all of our Public Protection targets and are determined to do so in the future by resourcing, supporting and providing appropriate training to our Public Protection department. We will remain compliant with the Public protection manual and use of VISOR. During inspection in May 2013 prisoners reported feeling unsafe at HMP Bristol. Since then much of our work has focussed on safety and decency for prisoners, An MQPL visit is due in March 2014 and this will give us detailed prisoners responses and concerns. The management of the Action Plan generated by this will guide our work in 2014 and be monitored through our monthly senior management meetings and the establishment delivery team. Our focus for 2014 is to respond to prisoner concerns and celebrate successes through our new 'Prisoner Voice' initiative. This will monitor progress, feelings of safety and progress against developing a positive culture. Prisoners will take an active role in this scheme and produce a monthly newsletter for prisoners to update them on progress. Changes in our culture will be measured through staff and prisoner surveys, focus groups and IMB annual reports. The Adjudication Committee are currently carrying out a Tariff review to support a safe, decent and rehabilitative culture.
2. Integration of service delivery	a. We will maximise investment of all partners and providers delivering services for offenders at HMP Bristol and maximise outcomes for offenders by ensuring they experience a seamless and joined up service. By September 2014 we will review who we work with and how we work with them and ensure that all contracts and service level agreements demonstrate how each service fits within the overall strategic context of the establishment. This review will include all statutory and non statutory, existing and new partners and providers (including by anticipating any changes as a result of Through the Gate). We will develop a plan which describes how we will deliver: • A clear shared strategic vision for how services align to maximise outcomes and create an integrated, seamless

	offender management service (including a shared understanding of outcomes and priorities) • A clear agreed plan of how services sequence and compliment each other, providing continuity of services to offenders both within and across prisons (facilitating the needs of all providers and contractual partners to allow them to effectively deliver) • Leadership which actively enables and integrates services, where partnership working arrangements improve performance and aid resolution of issues • An understanding of resource allocation, and how delivery and choices impact on the investment and activity of others • An agreement on how to safely use and share data and information Progress will be monitored against the plan at monthly senior management meetings and bi-monthly reducing reoffendi meetings and at a regional level with the DDC. b. We will continue to work in partnership with the Job Centre Plus to deliver the Work Programme. Staff are located in the OaK Centre which provides induction and resettlement services to prisoners. Work programme staff are fully supported both in terms of facilities they require and being enabled to access prisoners on a group or individual basis as they require. We will also support provision of advance claims for universal credit once this initiative has been rolled out with the provider. We will continue to enable delivery as further resettlement providers come on board as part of the CRC development. As part of the Work Programme we deliver a weekly pre-release workshop. This provides the opportunity for a range of providers to come together to address prisoner's resettlement needs, including housing, employment, substance misuse and benefits. In 2014 this initiative will be developed further with dedicated resettlement workers from the Prison and Probation services working together to assess need and signpost to community services. C + D Please see development objective in table 6. e. We are working in partnership with the local authority on the Troubled Families' initiative to ensure support is integrated and our resources are targeted well. This will be a focus for 2014 and will monitored by the bi-monthly reducing reoffending team. We will implement robust information sharing procedures and referral systems to ensure that we identify families who meet the Troubled Families criteria. The Head of reducing reoffending also attends the Bristol Children and Families Steering Group, which brings together a range of partners to support families of offenders. The prison hosts regular 'Hidden Sentence' training alongside Barnados, targeted at schools, local authorities and partners working with families of prisoners. We are working closely with the Prisoner Advice and Care Trust to provide services that support families in visiting the prison, and also in maintaining family contact. We also work with

	Weston College to provide a family relationships intervention that is enhanced by StoryBook Dads. g. The Head of Learning and Skills and Head of Reducing Re-offending facilitate monthly prison based multi-disciplinary partnership meetings to discuss all aspects of learning and skills delivery and performance. A quarterly Quality Improvement Group is facilitated and the Head of Learning and Skills holds regular formal and informal meetings with the provider Education Manager. The group(s) report to the Cluster OLASS/ Learning and Skills meetings facilitated by the lead Governor and in turn to the Regional Governance Board, chaired by the DDC. This ensures alignment with regional and national learning and skills policy and priorities and the movement of funds, where deemed appropriate. We have clear agreed governance for our meetings; minutes are recorded and action plans are in place. We access reliable labour market information pertaining to the areas into which prisoners will be released. This is used to inform our curriculum which is reviewed on-going, so as to meet the needs of a diverse and changing prison population and maximise employment opportunities. We have established good relationships with employers and colleges in resettlement and we regularly refer prisoners to them. Prisoners who are reaching the end of their custodial sentence (1year –18 months) are undertaking vocational training and preparation for employment. They are supported by the National Careers Service in career planning. All prisoners are screened for functional skills needs on reception and, where a need is identified, a full assessment is undertaken by the OLASS provider and maths and English courses are offered as a matter of priority. Our regimes are planned so as to reduce any interruption to a prisoner's learning; sentence planning and IEP are used to effect in securing prisoner engagement in their learning. Working in collaboration with our OLASS provider, we are closely monitoring recruitment, attendance and punctuality and we are planning and maximising our resources to ensure that prisoner achievement is optimised, using our OLASS budget to the full. Data is collected and a report submitted to the Governor, Cluster Lead Governor and DDC". h. HMP Bristol makes a regular assessment of the local labour market informed by the National Careers Service, identifying where there is likely to be opportunity for prisoners from different resettlement areas. OLASS provision is commissioned with the labour market needs in mind. We run a weekly pre-release workshop bringing together through the gate employment support. New Futures take part in this providing one-to-one employment support through the gate. Our focus for 2014 is to make more direct links with local employers and explore providing ROTL opportunities for prisoners to work in the local community. We have a range of employers who are interested in this approach and it would significantly enhance an offender's ability to gain work on release. HMP Bristol offers five prison workshops to support prisoners in full and part time employment while in custody. We work closely with One3One solutions to make links with commercial companies, this is further potential to provide employment opportunities for prisoners on release.

3. Deliver an efficient and quality service	Please see development objectives in table 6.
4. Delivery matched to population, purpose and NOMS outcomes	We use the prison segmentation data and local needs analysis to target service provision based on the needs of our population. We work closely in partnership with wider agencies and service providers to achieve this, gaining information on health needs, substance misuse and learning needs. Interventions provided are suited to the profile of our prisoner population, as evidenced in our reducing reoffending strategy. A local establishment, with a heavy “churn” and mixture of acute health needs presents an almost unique set of problems to be reconciled and we provide the best place to target short term pre allocation/release services. Our population profile means that we focus our provision on short structured, and brief interventions in order to meet needs efficiently. The average length of stay of prisoners is 3 months therefore we work to provide engagement, settlement and resettlement services in a timely and flexible way. In moving to becoming a resettlement prison, we will work to identify specifically the needs of those prisoners sentenced to less than 12 months and target services accordingly. Table 4a clearly outlines the profile of the population at HMP Bristol and how we aim to target our resources based on the prison segmentation data. Importantly as we become a resettlement prison we will target our key intervention resources to prisoners serving less than 12 months, from the areas of Avon and Somerset, Gloucestershire and Wiltshire. We have proposed a development objective highlighting how we need to better understand the needs of this group in order to plan for this new agenda. When delivering services we will always seek to achieve the maximum value and ensure that our delivery supports local need.
5. Services are responsive to individual needs and characteristics to maximise	a. We have a number of standard processes for identification and assessment of individual needs within first days in custody which include healthcare screening, education assessments, equalities questionnaires, safer custody and cell sharing risk assessments. All prisoners receive an assessment via Basic Custody Screening which enables us to target services. This is particularly important during the first days in custody to support prisoner’s settlement and safer custody needs. In addition we recognise that a number of offenders may have possible unidentified learning disabilities and mental health

outcomes	problems. To meet this need we have additional screening and assessment arrangements in place for these areas of need and strategies for sharing assessment information across partners. These processes are monitored to ensure they are of a good standard and delivered as expected. The results are used to develop individual plans where offender needs are identified. Individual needs are monitored through a range of tools such as the OASys sentence plans, ACCT plans, Care plans and Individual learner plans. In addition we monitor the needs of our populations against the services and activities received in order to ensure that appropriate services and interventions are in place and adapted to meet needs, and to ensure that groups with particular characteristics are not discriminated against. Individual needs may arise from enduring characteristics such as age, ethnicity or disabilities or could be more temporary, for example bereavement or depression. We ensure that our staff have adequate training so that they are able to identify offenders who may need additional support and can take appropriate action. Data on all protected characteristics is collected from all prisoners and recorded on Prison-Nomis. b. Information gained is then used to develop an individualised plan which adapts and sequences services to maximise the benefit to the offender, using OASys which is monitored annually or when a significant change occurs. Additional reviews will occur if necessary. Staff receive information and training to support them in recognising barriers to engagement that may arise owing to factors such as age, sexuality, disability, intellectual function, etc.
6. Deliver priority national or specialist services	a. In relation to NOMS' approach to the identification, assessment and management of extremist offenders, HMP X will ensure delivery in the key thematic areas of Intelligence Gathering & Management; Offender Management and Public Protection; and Interventions & Resettlement, as assessed by NOMS HQ. HMP Bristol 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. b. We work closely with Avon and Somerset Police and Avon and Somerset Probation Trust to deliver victim-offender conferencing. We provide a supportive environment to deliver conferencing as well as public protection arrangements through the OMU. This work has been an ongoing success for HMP Bristol and is driven by the work of the Bristol Restorative Justice Team. In 2012 HMP Bristol became part of the NOMS capacity build programme for RJ, 'Wait 'til Eight', which has developed the use of RJ

	with offenders in the community. In 2014 we will increase our focus on victim work through our engagement with the new Integrated Victims Board, implementing best practice approaches from our approach to Integrated Offender Management. c. HMP Bristol will continue to develop its bail strategy which ensures that all new remand prisoners are screed for and provided with bail services. We will also conduct targeted bail information enquiries and communicate effectively with court based services' staff in accordance with the bail services and BASS specifications. d. In 2014 we aim to increase our prisoner employment places to 577 places and implement further part-time work to engage a higher number of prisoners. We work closely with commercial companies and One3One solutions to deliver our five prison workshops. Please see the development objective in table 6. e. HMP Bristol will develop a strategy for extending use of video conference facilities by September 2014consistent with the NOMS Video Action Plan, ensuring that use is consistent with type of establishment and makes maximum usage of existing/planned facilities. The Head of OMU will be the establishment lead for the NOMS video action plan and will establish and maintain relationships with the relevant stakeholders.

Table 4a: Rehabilitation Services		
This table should reflect all NOMS Commissioned and NOMS Co-Commissioned services delivered as part of the Core Rehabilitation Offer. It is assumed all the services described below are available to all prisoners with an identified need: therefore targeting information is not applicable to this section. It is understood that these services may change in year as a result of the Through The Gate competition and tendering process. Changes to this table will be managed through existing NoC mechanisms.		
Rehabilitation Services in Custody	**Name of Service** **Service Description**	**Commissioning Arrangements** (NOMS Locally, Regionally or Co-Commissioned)
Staff support and encourage prisoners to participate fully in rehabilitation services	• All prisoners are assessed for their immediate core rehabilitative needs within 48 hours of arrival. This information is shared with appropriate departments / service providers within their first week in custody to ensure these needs are met. • All prisoners attend **structured induction** where we provide information relating to the prison, its regime, facilities, expectations of prisoners and commitments from the staff. We deliver induction alongside Weston College who provide a qualification and support prisoner's progression into activities. Induction information is provided both verbally in a presentation and then follow up with written leaflets. • We ensure information is presented in small and simple chunks, both verbally and in written documents, to reduce information overload, support those that may have LDD and or language barriers. **We check understanding** through Q & A to satisfy ourselves prisoners understand how to engage with regime services and facilities. • We are working with our partner agencies to create a bespoke induction unit to improve the overall induction experience and ensure all prisoners receive induction and are encouraged to engage in meaningful activity. • **Risk management** – 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**. • At HMP Bristol we operate an **integrated IEP system** so that prisoners who engage with rehabilitative activity are rewarded with enhanced privileges. We also reward prisoners who work with increased access to gym facilities.	Local, regional and national

Prisoners are made aware of their responsibilities in engaging with and accessing services	• All staff (including permanent staff, those on fixed term contracts and partner providers) are 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. • All communication with and service provision to prisoners is accessible and **responsive to their diverse and individual needs**. All staff are supported to ensure that engagement with prisoners is effective, this is done via our equality and diversity awareness training. • We operate a range of prisoner roles where prisoners support / advocate for their peers such as our 'insiders, listeners, and prisoner representatives. This enables this group of prisoners to experience civic participation and engagement, and to take on constructive and pro-social roles that provide positive non-offending status and identity. We also operate a mentor scheme in education, supporting literacy and wider learning needs of prisoners. Peer mentoring training is delivered regularly to support this initiative. We are committed to developing this scheme further during 2014-15. We will continue to work with our health partners to recruit prisoner health champions. These prisoners support their peers with a range of health and social care issues, as well as encouraging prisoners to engage in activities.	
Prisoners anti social attitudes, thinking and behaviours are addressed by staff through pro social interaction and engagement	• HMP Bristol's **Statement of Purpose** reflects our commitment to building a rehabilitative culture and is publicised in key places across the establishment for all staff and prisoners. • We use the formal annual staff reporting mechanism to ensure there is consistency in the way we engage and support offenders and to encourage frontline staff and managers to discuss how staff behaviour can affect prisoner change. • We intend to embed the 'every contact matters' approach and provide staff with the knowledge, skills and tools to work proactively and motivationally with prisoners. The Head of Residential will lead on this initiative. • We will continue to develop our 'prisoner voice' initiative to monitor progress and report on culture. Changes in our culture will also be measured through staff and prisoner surveys and focus groups.	Local, regional and national

Prisoners can access appropriate services that enable them to seek suitable employment and/or training for release.	• All prisoners undergo a learning needs assessment on induction through the OLASS provider, as well as an interview with the National careers service. This enables prisoners to access work and training at HMP Bristol. Their progression is supported by both the OLASS provider and the National Careers Service in order to support their employment needs on release. • OLASS provides a range of training to meet the diverse needs of prisoners and enable them to engage in wider training and work while at HMP Bristol. • English Speakers of Other Languages is provided as we have identified significant need in this area. ESOL enables foreign national prisoners to engage in the wider prison regime. • Shannon Trust Reading Scheme (Toe by toe) is provided by prisoners and supported through volunteers. • A team of volunteers work with the OLASS provider to provide one to one dyslexia support, often supporting prisoner's progression into other courses or work. • We work with N-ergy to provide basic life skills training, vocational training and through the gate employment support. • New Futures, funded through NOMS and the ESF, provide through the gate coaching support and advice for prisoners sentenced to less than 12 months. • Employment benefit advisors – prisoners are given access to assistance re future job prospects or for support onto the DWP work programme and in applying for job seekers allowance. • All prisoners have access to a pre-release workshop five weeks prior to release. Here they have access to the National Careers Service, Job Centre Plus and other community partners that will support their future job prospects. • We will continue to develop robust links with community training and employment providers through hosting jobs/careers fairs, building on previous success.	

Prisoners can access services that enable them to manage housing needs created as a result of their custody.	• Prisoners housing needs are assessed on induction in order to support immediate settlement needs, including maintenance of housing benefits and existing tenancies. North Bristol Advice Centre provide further support in this area. • Information on housing advice and support agencies is also available on induction. • Prisoners have access to housing information and advice on all wings. There are also able to apply to see a resettlement worker to discuss their needs at any time.	
Prisoners can access services that enable them to seek settled and suitable housing for release.	• Bristol County Council and St. Mungos work together to provide support for prisoners at risk of homelessness. A range of community housing partners work with HMP Bristol to support prisoners into accommodation on release, including the Addiction Recovery Agency and CJIT teams. • Housing advice is provided at the prison pre-release workshop, provided five weeks prior to a prisoner being released.	Local, regional and national
Prisoners can access services to enable them to address personal financial management issues created as a result of their custody.	• All prisoners FBD needs are assessed on induction and a referral made to the relevant support agency. • North Bristol Advice Centre and the Citizen's Advice Bureau provide financial advice, and debt support at a weekly workshop. • At the prison pre-release workshop prisoners have access to the Work Programme, supporting prisoners who want to claim benefits while seeking work on release • The OLASS provider delivers a Through the Gate course which has specific focus on money management on release.	Local, regional and national

Prisoners can access available services which enable them to address their family welfare and family support needs.	• Domestic visits. • Visitors centre – prison visitors are supported by PACT workers who provide information and a signposting service to many support agencies in the community. • A family engagement worker (0.5 FTE) supports prisoners in maintaining contact with their families and signpost to local community services. In 2014-15 the FEW will be working alongside the Troubled Families Team in Bristol to identify and work with priority families as identified by the Troubled Families Agenda. • We are working with the local children and family steering group and troubled families initiative to identify further support pathways for prisoner's families. • We deliver the Story Book Dads and Animation interventions which support prisoners in maintaining contact with their children. • The OLASS provider provides a parenting course, linked to the Story Book Dads scheme. This course has links to PACT and wider community groups that can offer support.	
Prisoners have equivalence of access to health services in custody as in the community.	• On reception, prisoners undergo a health needs assessment, prisoners are subsequently signposted and supported in tackling any identified needs. • Prisoners have access to Primary and Secondary health services, including mental health services, commissioned through Health including: Doctor-GP service, Dentist, Nursing care, Optician, Physiotherapy. • The Mental Health Team provide a range of brief interventions to support prisoner's immediate needs, and their settlement into prison, for example stress and anxiety management. • Prisoners are provided the contact details for existing community health related services. • Prisoners with urgent or severe social care needs are referred for further assessment.	Local, regional and national

Prisoners can access treatment, services, advice and support around drug and alcohol needs.	• On reception, all prisoners have an individual health assessment. Essential immediate clinical needs are met. Stabilisation, detoxification and observation is undertaken as appropriate. • We enable prisoners to access and engage with the relevant health services • Avon and Wiltshire NHS Partnership provide ongoing clinical and psychosocial as necessary and based upon the needs of the prisoner. Structured interventions are also provided to address specific issues with substance misuse, and to raise awareness of alcohol misuse. • The prison is engaged with Bristol Community Health and the Avon and Wiltshire NHS Partnership in order to ensure that prisoner needs are understood and the commissioning strategy is suitable. • Prisoners have access to the contact details for services that can support them with their drug and alcohol needs in the community.	
Prisoners who have experienced domestic violence, rape or abuse can access services that offer them advice and support.	• We will be piloting a through the gate intervention. Initial intervention will be 'Becoming Respectful', supported by more intense and structured support with addressing domestic violence on release. We will be working closely with Probation, health and community partners on this initiative. • Prisoners are encouraged to disclose any issues with domestic violence on induction. Staff are provided with training to enable them to understand prisoner's needs and refer them to relevant support. This training is provided in partnership between HMPS, Bristol Against Violence and Abuse, Avon and Somerset Probation Trust and Bristol Community Health.	Local, regional and national
Prisoners who have been sex workers can access services that offer them advice and support.	• At HMP Bristol we have not identified a need for services specific to sex work. We will conduct awareness training with induction staff particularly to ensure that needs are identified as part of the prisoner settlement / induction process.	Local

Table 4b: Rehabilitation Services - Additional Services Offer			
Using segmentation and local data sources to target resources where they will deliver the greatest outcomes for investment - this table should reflect the case management activity, risk management activity and rehabilitative services and interventions, delivered within the establishment which are **additional** to the core offer			
Segment	**Total no. of Prisoners within Segment** • Use the segmentation data tool on the NOMS Performance HUB to get the numerical data you need to populate this column	**Strategic approach to meeting the needs of the segment** **Title and description of rehabilitative services/interventions and case management activities** • Give the title and a brief description of the case management activities offered to offenders in each segment • Give a brief description of the range of rehabilitative services and interventions offered to offenders by segment. Include any accredited programmes on offer. • Use the guidance on targeting in Commissioning Intention 4a • If a service or intervention is available across more than one segment (for example – TSP may be available to both sex offenders and violent offenders) then state in each applicable box, making clear in the next column the number of completions relating to each segment.	**Indicate whether the service or intervention is commissioned or co-commissioned and the number of offenders who will be able to access the intervention or service annually** • For accredited programmes give the number of completions • It is not necessary to record volumes for case management activities
All Offenders – where service targeted by need rather than risk	**614**	Personal Social Care – Care plan and care assistant support in line with individual assessed requirements Substance Misuse Services – We will work with NHS England and Public Health England to ensure that offenders who need substance misuse services are able to access them in accordance with their individual care and sentence plans Alcoholics Anonymous Groups Narcotics Anonymous Groups Physical education Brief mental health interventions including stress management. Skills for living course. Healthy eating programme – to provide education, advice and support to support healthy eating on a budget Additional support for offenders with low literacy levels and or language barriers in closing down / reinstating housing tenancies / benefit claims	

		Learning support for offenders with Dyslexia ESOL entry level – English for speakers of other languages Through the gate course Pre-release workshop **Recalls**: Core rehabilitation services will be available to all fixed term and standard recallees. For those subject to standard recall, we will also ensure they have access to the most appropriate case management to support their sentence progression and their ability to make representations to the parole board, irrespective of their OGRS score. We will ensure this group can access rehabilitation services in table 4a to expedite their earliest and safe re-release.	
Sexual Offenders	**All sex offenders: 29** **Of whom 11 are low OSP and low OGRS;** **13 are medium - high OSP but low OGRS** **2 are both OGRS >50 and higher OSP**	Nearly all our sex offenders are sentenced to over 12 months; those without a valid PSR, will be prioritised based on their sentence length / time left to serve for an **OASys assessment.** All sex offenders will then be assessed using **RM2000** to establish their risk of sexual reconviction. **Medium RM2000** or above and more than 12 months to serve; we will arrange transfer as soon as possible to the regional treatment hub Those that are **medium RM2000** or above and within 12 months of their release date will be given priority access to our range of additional rehabilitation services as listed in all offenders box above and in the general OGRS 25+ below. We will also share intelligence with appropriate external partners as part of our risk management processes in preparation for their release. We will work with probation providers to ensure that, where offenders have been unable to undertake offending behaviour programmes in custody, they can undertake the most appropriate programme post release. **Low RM2000**: will not be referred to treatment sites. Indeterminate, mandatory or discretionary life sentence prisoners or those identified to be intellectually disabled (e.g. an IQ between 60 and 80 and adaptive functioning deficits), may be referred to support sites for further assessment to consider suitability for treatment. We will always endeavour to move sex offenders to the designated support site, however we recognise that this is not always practical; and particularly where offenders are nearing their release date and or where spaces are limited. Where space is limited, those that are low **RM 2000** but not nearing their release date, will be prioritised first	

		Recalls – see comments in all offenders box above **MAPPA** – we will manage sex offenders in accordance with MAPPA guidelines	
Violent offenders	**All violent offenders: 91** **Of whom:** **4 are low OGRS and low OVP** **5 are OGRS 25-50 and Medium or above on OVP (30 and above)** **16 are OGRS 50+ and high OVP (60 and above)** **100 are OGRS 50+ but low OVP (below 30 on OVP)**	Offenders sentenced to 12 months or more and without a valid PSR will be prioritised for an OASys assessment, based on their sentence length / time left to serve. **DV offenders** The Building Better Relationships site in this region is HMP Erlestoke and we are developing a regional strategy for managing and prioritising DV offenders for BBR. Those prisoners who meet the criteria will be transferred to HMP Erlestoke. Violent Offenders will be prioritised for progressive transfers to the right site delivering the right programme according to their identified risk and needs. First priority transfers will be for those sentenced to less than 4 years, as there is less available time before release for them to engage in offending behaviour work. **Time left to serve**: We have a sizeable proportion of violent offenders that are within 6 months of their release date, where their risk of violent (as well as general) re-offending is low -they will be able to access our core range of rehabilitation services. Where their risk is elevated, we will also prioritise access to the additional range of rehabilitative services as listed for OGRS bands 25 +. Additionally we will share intelligence with appropriate external partners as part of our risk management processes in preparation for their release. We will work with probation providers to ensure that, where offenders have been unable to undertake offending behaviour programmes in custody, they can undertake the most appropriate programme post release. **Recalls –** see comments in all offenders box above.	
Indeterminate Sentenced Prisoners (ISPs)	**19** **Of whom 9 are convicted of violent offences and 8 are convicted of sexual offending**	ISPs will be prioritised for onward transfer to the most appropriate site to support sentence progression, whilst at HMP Bristol, they will receive the most appropriate intensity of case management dependant upon level of risk and the stage they are at within their sentence to enable progress.	
Low likelihood of any reconviction OGRS 0-24%	**53** **Of whom 24 are convicted of sexual offending, 22 are medium – low on the OSP**	**Assessment:** (over 12 months) – we will assess all offenders using OASys and ensure they have an appropriate sentence plan (and risk management plan as needed). We will prioritise those without a PSR by sentence length / time left to serve and a violent / sexual index offence. **Low intensity case management** - We are putting in place an approach based on 'every contact matters' to ensure that all staff who have contact with offenders understand their role	

	8 are convicted of acquisitive offences and robbery **And 12 are convicted of drugs offences** **Most of the acquisitive/drugs offenders have less than 1 year to serve.**	in contributing to rehabilitation. This will form the basis of contact with all our prisoners, especially for low risk offenders. **Short Sentenced prisoners**: will be screened identifying their rehabilitative needs to enable effective resettlement planning. We will refer all offenders within this OGRS group to the core offer at table 4a **Risk Management** – security considerations and the offenders' risk of serious harm rating inform decisions relating to the targeting of risk management (regardless of OGRS band) • Our minimum risk management approach for all offenders is based on partnership between the OMU, security department and others as required, so that all risk information is shared. • Medium ROSH ratings prompt a proactive approach to observing and recording behaviour, and sharing information across the prison, and restricting/monitoring visits where necessary. • High/very high ROSH ratings 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	
Medium likelihood of any reconviction OGRS 25-49%	**53** **Of whom 21 are convicted of drug offences;** **15 are convicted of violent offences:** **11 are convicted of acquisitive offences including robbery**	**Assessment** (over 12 months) – we will assess all offenders using OASys and ensure they have an appropriate sentence plan (and risk management plan as needed), we will prioritise those without a PSR by sentence length / time left to serve and a violent / sex index offence. **Low intensity case management** – We will refer all offenders within this OGRS group to the core offer at table 4a and provide contact with offender supervisors through a 'surgery' to follow up on urgent issues. **Short Sentenced prisoners –** Will be screened identifying their rehabilitative needs to enable effective resettlement planning. Where spaces are not taken by higher OGRS offenders, those that are nearing the end of their sentence, will be prioritised to access rehabilitative services to support their resettlement needs **Victim Offender conferencing (RJ) –** we will deliver 10 conferences per year for violent and acquisitive offenders where there is a clear victim. This is in partnership with Avon and Somerset Police. **Additional Accommodation, Employment, Families' Community Chaplaincy and Sport services** (as listed in OGRS 50 – 74 box) Offered to prisoners within this OGRS band where spaces are not taken by higher OGRS offenders.	
High likelihood of any reconviction OGRS 50- 74%	**108** **Of which 41 are convicted of sexual offences;**	**Assessment –** (over 12 months) we will assess all prisoners using OASys and ensure they have an appropriate sentence plan (and risk management plan as needed), we will prioritise those without a PSR by sentence length / time left to serve and a violent / sex index offence.	

	39 are convicted of acquisitive offending including robbery; **And 19 are convicted of drug offences**	**Medium Intensity case management:** For those cases which we are not retaining in the establishment, the first priority is to ensure that offenders sentenced to less than 4 years within this group are moved to a prison that can meet their rehabilitation needs. For those cases remaining at HMP Bristol, or with time to wait before they are transferred, we will also offer one to one supervision. Recognising the size of this group, we will prioritise those with less than 6 months left to serve first, and the most violent offenders with OVP over 30, sex offenders with a RM2000 above low and all indeterminate sentenced offenders. **Short sentence prisoners:** Will be screened identifying their rehabilitative needs to enable effective resettlement planning. Those that 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. **Victim Offender conferencing (RJ) –** we will deliver 10 conferences per year for violent and acquisitive offenders where there is a clear victim. This is in partnership with Avon and Somerset Police. **Acquisitive offenders**: We are working with NHS England and Public Health England to ensure that offenders who need substance misuse services are able to access them in accordance with their individual care and sentence plans. Offender supervisors will work with providers to motivate and encourage offenders to actively engage in their recovery. **Accommodation** **Bristol City Council and St Mungos -** providing support Offenders in finding accommodation **Employment** **OLASS provision of employability skills** including CV writing and interview techniques **New Futures –** mentoring support to gain employment **OLASS** - Self employment –business enterprise up to L2 OCR **Families** **Family Visits/family days/child centred visits –** (all offence types) to develop and maintain family contact **Maintaining family relationships –** home work clubs, story book Dads, **Community Chaplaincy** – TTG and post release preparation and support surrounding housing, education, work, and support networks. Daylight and BaCC delivery through the gate mentoring services for prisoners being released into the Bristol area. **Sport** – provision of various pro social recreational activities through the gym (football, minor games, volleyball, Olympic weightlifting, basket ball).	
Very high likelihood of	**91**	**Assessment –** (Over 12 months) - We will assess all offenders using OASys and ensure	

any reconviction OGRS 75-89%	**Over half (50) are convicted of acquisitive offending;** **And 23 are convicted for violent offending;** **A small minority are convicted of motoring crimes (9)**	they have an appropriate sentence plan (and risk management plan as needed), we will prioritise those without a PSR by sentence length / time left to serve and a violent / sex index offence. **Highest Intensity case management:** As all of this group have less than 6 months left to serve, we expect that they will all remain at HMP XXX. All of this group will be offered a suitable level of case management including longer supervision sessions where appropriate. Also for this OGRS group, as part of our public protection commitment and risk management measures, we will share intelligence with appropriate external partners in preparation for their release **Short sentence prisoners:** Will be screened to identify their rehabilitative needs to enable effective resettlement planning. Those that are nearing the end of their sentence will be prioritised for IOM and to access rehabilitative services that support safe resettlement. **Additional Accommodation, Employment, Families' Community Chaplaincy and Sport services** (as listed in OGRS 50 – 74 box)	
Extremely high likelihood of any reconviction (prolific) OGRS 90-100%	**28** **19 are convicted for acquisitive offending;** **5 for violent offences, and;** **4 convicted of 'other' offences**	**Assessment –** (Over 12 months) - We will assess all offenders using OASys and ensure they have an appropriate sentence plan (and risk management plan as needed), we will prioritise those without a PSR by sentence length / time left to serve and a violent / sex index offence. **Highest Intensity case management:** As all of this group have less than 6 months left to serve, we expect that they will all remain at HMP XXX. All of this group will be offered a suitable level of case management including longer supervision sessions where appropriate. Also for this OGRS group, as part of our public protection commitment and risk management measures, we will share intelligence with appropriate external partners in preparation for their release **Short sentence prisoners:** Will be screened to identify their rehabilitative needs to enable effective resettlement planning. Those that are nearing the end of their sentence will be prioritised for IOM and to access rehabilitative services that support safe resettlement. **Additional Accommodation, Employment, Families' Community Chaplaincy and Sport services** (as listed in OGRS 50 – 74 box)	

Table 5: Accredited Programmes provided in the establishment	
Does this establishment deliver NOMs Commissioned accredited programmes?	No

Table 6: Development Objective		
CI Title & No.	**Objective**: Describe a SMART objective including what you want to achieve how you will measure your success and key milestones	**Does this contribute to a regional objective (yes/no)**
1a. Develop a safe and rehabilitative culture	Develop every contact matters to promote a rehabilitative culture across all prison areas and engage prisoners in meaningful activity. A full action plan including a staff training plan will be in place by qtr 2. Impact on culture will be measured through SQL and MQPL as well as through our prisoner voice initiative on a monthly basis.	Yes
1c. Develop a safe and rehabilitative culture	Embed our approach to the 'Prisoner Voice' initiative in order to understand and respond to prisoner concerns. Prisoners will take an active role in this scheme and produce a monthly newsletter for prisoners to update them on progress. Changes in our culture will be measured through staff and prisoner surveys, focus groups and IMB annual reports, this will be reviewed quarterly at the Prison SMT.	No
2a. Coordination of services	Implement a clear plan for developing future partnerships. This will include a clear strategy and vision for all partners, a strategic partnership board and a system for measuring progress and outcomes. This will be in place in qtr 1. A bi-monthly partnership and reducing reoffending meeting will monitor progress and report to the prison SMT.	No
2c. Integration of health and social care	HMP Bristol is working closely with providers of healthcare and substance misuse services through our local Healthcare Delivery Board which meets monthly. This governance provides a mechanism to identifying and addressing delivery and strategic issues such as planning around continuity of care and forthcoming impacts of changes to the estate from the Transforming Rehabilitation Programme. We are developing a Local Delivery Agreement in line with the National Partnership Agreement between NOMS, NHS England and Public Health England. We are also working closely with health and substance misuse providers to promote recovery from addiction by working to reduce the supply of drugs and alcohol into prisons and the diversion of prescribed medication through appropriately sharing of information and	Yes

	intelligence.	
2d Social Care	To lead implementation of the joint action plan developed in partnership with the local authority, NHS England and NOMS Health & Wellbeing Co-commissioning; the action plan will ensure appropriate arrangements for screening and assessing eligible prisoners with social care needs are established and prepare for the anticipated provisions of the Care Bill from April 2015.	Yes
2h. Access to employment	Work with One3One and commercial companies to improve the work available in prison workshops, as well as improve direct links with employers. An industries improvement plan will be in place by April 2014 and will be monitored by the prison SMT on a monthly basis.	No
2h. Access to employment	Develop a plan for implementing ROTL arrangements for prisoners to access employment in preparation for release. A review is underway and will inform the development of Through The Gate in December 2014.	No
4. Delivery matched to population	A full needs analysis will be conducted with a clear remit to understand the needs of prisoners with less than 12 months to serve. A focus will be on the needs of offenders from our CRC contract package area – Gloucestershire, Avon and Somerset and Wiltshire. This will be conducted in qtr 1 to inform planning for the CRC implementation of TTG in qtr 3.	Yes
5. Maximise outcomes through delivery	Maximise current provision and improve efficiency through a clear plan for improving prisoner attendance at work and wider activities. An action plan will be in place and will be governed by the monthly SMT and EDT.	No
Table 7 Agreed specification for services	In 2014 we will be working towards achieving the required benchmark for prisoner access to PE. Currently employed prisoners are rewarded with more access to PE than unemployed prisoners. We aim to achieve an average of 2.5 PE hours per prisoner per week by June 2014.	No

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 [+]	Some provisions go live April/May 2014, others from contract award	Outputs 22, 22a and 23 (relating to the new risk escalation process), output 8 (which covers the resettlement needs screening of prisoners and for remand prisoners was previously an output in the Rehabilitation in Custody Specification) and outputs 53/54 (jurisdiction is transferred in/out) will go live April/May 2014. The remainder of the specification will go live at the date of CRC contract award.
34	Rehabilitation Services - In custody	Go live April/May 2014	
35	Bail Accommodation Services (BASS)	Go live April/May 2014	
36	Prisoner Employment, Training & Skills	Existing service specification which remains in force	

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

Table 7b: Service specifications applicable under this Local Annex			
For the following specifications, indicate which are applicable to the establishment by confirming Yes or No			
37	Specialist Units (HSE)	No	Existing service specification which remains in force
38	Bail Services	Yes	Go live April/May 2014
39	Deliver Accredited Programmes	No	Go live April/May 2014
40	Mother & Baby Unit	No	Existing service specification which remains in force
41	Deliver Victim Offender Conferencing (Restorative Justice)	Yes	Go live April/May 2014

Table 7c: Service Options, above the national minimum		
(which are commissioned under this SLA)		
Service specification	**Output(s) commissioned**	**Service Option Commissioned [YES / N0]**
Cell & Area Searching	A risk assessed programme of routine area searching is agreed, documented and completed correctly. **Non HSE** only	*Yes*
Cell & Area Searching	Assurance is sought through a risk assessed programme of covert testing. **Non HSE** only	*Yes*
Early Days & Discharge - First Night in Custody	One-to-one welfare support is provided within courts/custody suites to address immediate needs of the prisoner.	*No*
Visits - Conduct Visits	There are facilities for children to participate in supervised play whilst visiting a prisoner	*Yes*
Visits - Services for Visitors	Visitors are able to purchase snacks and hot/cold drinks prior to the visits period.	*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.	*Yes*
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.	*Yes*
Faith and Pastoral Care	Prisoners have access to a Resettlement Chaplaincy Scheme.	*Yes*
Mandatory Drug Testing	Prisoners found guilty of misuse of Class B and/or Class C drugs or who frequently refuse to comply with MDT testing may be subject to a Frequent Testing Programme.	*Yes*
Mandatory Drug Testing	Prisoners may be subject to Reception testing.	*No*
Prisoner Employment, Training & Skills	Prisoners have the opportunity to gain industry recognised and accredited qualifications through employment, training and skills according to risk and need.	*Yes*
Prisoner Employment, Training & Skills	Qualifications gained are aligned with market needs and within the Qualifications and Credit Framework	*Yes*
Deliver Accredited Programmes	Competent staff are contributed to the national training provision as agreed by the commissioner. ***Output wording subject to revision***	*No*

Table 7d: Agreed delivery hours for specified services			
Service Specification	**Output**	**Agreed hours**	**Rationale (where hours are agreed above the minimum set within specifications)**
Residential Services	Daily time in open air [minimum 30 minutes] (row 21 of the specification)	0.5 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 per participant. (currently delivering 1 hour per week to unemployed prisoners)	In 2014 we will be working towards achieving the required benchmark for prisoner access to PE. Currently employed prisoners are rewarded with more access to PE than unemployed prisoners.

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**
Industries – Enterprise/Contracts Services	Contract Services Opella	30	2	27			£37,500			
Industries - Textiles	Textiles shop 1	15	1	27		£111,552			£105,974	
Industries - Charity	Life Cycle	15	2	27						
Total		60	5	81		£111,552	£37,500		£105,974	

Table 8b: Services (not industries)

Table 8b CU095b (Hours Worked in Services) – this should contain services that are measured under this specific metric			
Activity Service Code	**Service Description**	**Maximum number of prisoner places per activity (planned per week total for 2014-15)**	**CORE HOURS PER WEEK**
HU1 Wing Activities	A wing workers	17	27
HU2 Wing Activities	B wing workers	17	27
HU3 Wing Activities	C wing workers	17	27
HU4 Wing Activities	D wing workers	19	27
HU5 Wing Activities	G wing workers	17	27
HU6 Wing Activities			27
Kitchen	Kitchen workers	37	30
Orderly Cleaners	Orderlies	48	27
Recycling Activity	Recycling, grounds and waste management	40	27
Weekend Activity			27
Works Department	Works orderlies	5	27
Wing Cleaning			27
Other Occupations	Prison wide work areas	53	27
Sub total		**270**	

Table 8c- other permanent activity places

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

Table 8c: Other Activities			
This should contain activities that are not in scope of either CU095a (Hours Worked in Industry) or CU095b (Hours Worked in Services) metrics.			
Activity Service Code	**Activity Description**	**Maximum number of FTE prisoner places per activity (planned per week total for 2014-15)**	**CORE HOURS PER WEEK**
Basic Key Skills up to level 2	Literacy and numeracy	24	
Core Education Classes			
Education Induction Assessment	Skills assessment	10	
Education leading to accreditation	Training	46	
PE Leading to QCA Qualifications	Turning point	12	
Skills training leading to Accreditation			
ROTL	0	0	
Prison Induction Courses/Interviews	Prison / education induction	20	
Other	IDTS	48	
Sub total		160	
Table 8 Total	518		

Section 3: Regime Outline

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

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

Out of cell session time summary by day

Day	Activity	Association	Domestics	Meal	Movement	Total Time Out of Cell
Mon	2h 57m	0h 17m	1h 27m	1h 00m	0h 28m	6h 11m
Tue	2h 57m	0h 17m	1h 27m	1h 00m	0h 28m	6h 11m
Wed	2h 57m	0h 17m	1h 27m	1h 00m	0h 28m	6h 11m
Thu	2h 57m	0h 17m	1h 27m	1h 00m	0h 28m	6h 11m
Fri	1h 21m	3h 15m	2h 31m	1h 00m	0h 09m	8h 18m
Sat	0h 00m	6h 45m	0h 00m	1h 00m	0h 00m	7h 45m
Sun	0h 00m	6h 45m	0h 00m	1h 00m	0h 00m	7h 45m

5 day average time out of cell

Type	Activity	Association	Domestics	Meal	Movement	Total Time Out of Cell
5-day	2h 38m	0h 53m	1h 40m	1h 00m	0h 24m	6h 36m

7 day average time out of cell

Type	Activity	Association	Domestics	Meal	Movement	Total Time Out of Cell
7-day	1h 53m	2h 33m	1h 11m	1h 00m	0h 17m	6h 56m

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																		100.00 %
		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 %	90.00 %
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
		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)	12.00 %	12.00 %	12.00 %	12.00 %	12.00 %	12.00 %	12.00 %	12.00 %	12.00 %	12.00 %	12.00 %	12.00 %	12.00 %	12.00 %	12.00 %	12.00 %	12.00 %	
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
		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
CU057a	Self Harm Audit	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

	(A&CA)	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
CU067	HMIP Resettlement	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	2.95
		3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
CU075	HMIP Respect	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	2.79
		3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
CU077	HMIP Safety	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	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	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)																		100.00 %
		95.00 %	95.00 %	95.00 %	95.00 %	95.00 %	95.00 %	95.00 %	95.00 %	95.00 %	95.00 %	95.00 %	95.00 %	95.00 %	95.00 %	95.00 %	95.00 %	95.00 %	95.00 %
CU043	Generic Parole Process (GPP)																		
		90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %
CU083	OASys Quality	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %	90.00 %
CU086A	Return of MAPPA F 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												0.00	0.00					6,456.00

Regimes

		Apr 14	May 14	Jun 14	Jul 14	Aug 14	Sep 14	Oct 14	Nov 14	Dec 14	Jan 15	Feb 15	Mar 15	Total	Q1	Q2	Q3	Q4	National
CU013	Settled Accommodation on Discharge	80.50 %	80.50 %	80.50 %	80.50 %	80.50 %	80.50 %	80.50 %	80.50 %	80.50 %	80.50 %	80.50 %	80.50 %	80.50 %	80.50 %	80.50 %	80.50 %	80.50 %	
CU014	Training / Education on Discharge	8.00 %	8.00 %	8.00 %	8.00 %	8.00 %	8.00 %	8.00 %	8.00 %	8.00 %	8.00 %	8.00 %	8.00 %	8.00 %	8.00 %	8.00 %	8.00 %	8.00 %	
CU015	Employment on Discharge	23.00 %	23.00 %	23.00 %	23.00 %	23.00 %	23.00 %	23.00 %	23.00 %	23.00 %	23.00 %	23.00 %	23.00 %	23.00 %	23.00 %	23.00 %	23.00 %	23.00 %	
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