National Offender
Management Service

Annex to South West Region Service Level Agreement for Prison Services Commissioned by the National Offender Management Service from the Public Sector Provider

Between

The National Offender Management Service as Commissioner and

Her Majesty's Prison Service

for

HMP Channings Wood

Local Establishment Annex 2014-15

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This document is the Local Establishment Annex 2014-15 to 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 Channings Wood**
Establishment type	**Trainer resettlement/SO (441/290)**
Specialist function	
Security Category / Categories:	**Category C or lower**
Annual Operating Price	**13,000,278**

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	698
Operational Capacity	731

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 starred up Young Adults (18-21) (subject to agreement with DDC)
Security Category:	Category C or lower
Sentence Status:	Sentenced prisoners
Sentence Length / Type:	No restrictions 25% 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 Channings Wood is a Category C training prison holding male prisoners aged 21 and over. The population is mainly comprised of longer sentenced determinate prisoners. This establishment mostly holds prisoners sentenced at courts in the South West regions and receives most of its prisoners from local prisons.

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	N/A	**0**
Prisoners sentenced to less than 12 months	N/A	N/A	N/A	N/A	N/A	N/A	**0**
Determinate prisoners serving 12 months or more but less than 4 years	N/A	N/A	223	15	N/A	N/A	**238**
Determinate prisoners serving more than 4 years	N/A	N/A	215	50	N/A	N/A	**265**
Indeterminate prisoners	N/A	N/A	N/A	N/A	N/A	N/A	**0**
Determinate and indeterminate Recallees	N/A	N/A	10	N/A	N/A	N/A	**10**
Non-criminals	N/A	N/A	N/A	N/A	N/A	N/A	**0**
Resettlement	N/A	N/A	183	N/A	N/A	N/A	**183**
Discretionary	N/A	N/A	20	15	N/A	N/A	**35**
Total	**0**	**0**	**651**	**80**	**0**	**0**	**731**
Resettlement	Yes	**Reset %**		25%	**Reset No.**		183
Specialist Function							

SECTION 2: ESTABLISHMENT DELIVERY

Table 3: Local Response to Commissioning Intentions	
CI Title & No.	**Response to Commissioning Intention**
Theme 1 Enhance public protection and ensure a safe, decent environment and rehabilitative culture	**CI Theme 1 – Ensure a safe, decent environment and rehabilitative culture.** **1 (a) There is a sense of purpose in relation to rehabilitation, desistance, and progression through a sentence which is shared and understood by all who work with offenders.** HMP Channings wood is a key treatment centre for SOTP and the management team and staff understand the need to have a safe decent and secure environment to support the effective delivery of programmes. As HMP Channings Wood moves to becoming a resettlement prison, it will be important for us to maintain the engagement of staff in the rehabilitative work and their support in terms of positive engagement with offenders, which in turn will nurture a sense of purpose in relation to rehabilitation, desistance and progression through the sentence. Current indications would suggest that we are not using the 'Every Contact Matters' concept effectively as we could. Our most recent inspection report, HMIP (September 2012) noted that "Staff-prisoner relationships were generally good and most prisoners said that they could ask a member of staff for Help". However HMP Channings Wood is aware that for rehabilitation to be successful, all who work with offenders need to have the belief that offenders can change and desist from crime. This requires consistent engagement, whereby staff encourage and motivate prisoners so that they can feel it is possible to change. We will use the forthcoming MQPL / SQL (February 2014) assessment to identify the current 'Prison climate' to help us identify what we need to improve. On receipt of the feedback the SMT and management team will drive forward the required change to ensure that there is a shared understanding amongst staff, offenders, visitors and stakeholders about rehabilitation and how best to progress offenders through their sentence, to deliver the most effective outcome. In terms of the rehabilitative culture CI Theme 4 and table 4a and 4b explore what interventions are available to address criminal thinking, attitudes and behaviour, address substance misuse issues and services which will improve prospects for housing, employment, income,

strengthened family relationships, and social relationships with people not involved in crime. Staff have been made aware of the provision available, again MQPL will provide a measure of how much this information is embedded and used to assist offenders change their lives by assisting them progress through their sentence.

The MQPL findings and results of our offender and staff surveys will allow us to have an assessment of our current strengths and weaknesses in terms of our culture and support for change and this will be used to set a direction of change for the prison. Management will use this information through business plans, briefings and written information to ensure the shared focus on positive change and progression. We have introduced the new IEP scheme which has an emphasis on offenders engaging with their rehabilitation and we will structure offender expectations of staff and help them to help themselves.

As it is not possible for all offenders to engage in offending behaviour work, the focus will be on decency and respect and not primarily on reducing reoffending. Therefore it is important that HMP Channings Wood establishes a method of coaching offenders to think and act differently in the future.

1 (b) All who work with offenders consistently demonstrate behaviours and attitudes that support rehabilitation and desistance

HMP Channings Wood understands the importance of staff - offender relationships and the way in which staff relate to offenders can impact on successful rehabilitation. Emphasis will be given to improving interpersonal courtesy, lack of aggression, avoiding insult and degrading behaviour. We will also determine areas that have a negative affect on relationships by getting things done.

HMP Channings Wood recognises that this measure is largely determined by the attitudes and skills of frontline staff but requires strong leadership and work with staff. So the Governor and management team will lead the promotion of every contact matters and promote the benefits of supportive behaviours from all stakeholders and address incidences of unprofessional behaviour in a prompt, robust and effective manner. HMP Channings Wood is also planning to implement Focus Group Sessions on Staff Training Days during 2014-2015, to involve all members of staff. This will include updates on Security issues and 'Listen to Improve' exercises. The role of Personal Officer will be further developed and managed by the Offender Supervisors / Supervising Officers who will make sure that Personal Officer responsibilities are embedded, that all offenders are allocated with a personal officer and conduct regular management checks on the quality of case note entries.

1 (c) Efforts are made to ensure offenders experience the environment as safe.

HMP Channings Wood is the main treatment provider for sex offender treatment in the South West of England. We receive sex offenders from our local preparation site (HMP Dartmoor) and nationally. We specialise in offering treatment to medium, high, and very high risk sexual offenders through the Core Sex Offender Treatment Programme (SOTP).

We are aware of the concerns that rehabilitative programmes and practice are being compromised by ineffective correctional environments which may have the potential to affect the significant investment in programmes that we have made. We are therefore conscious of the need to

	develop strong leadership to ensure that offenders feel safe, are treated fairly and that authority is used confidently, consistently, not punitively to foster the shared purpose - to change offenders' lives. HMP Channings Wood makes sure that all Intelligence reports are dealt with in a timely manner and actions are then taken to manage the risks with regards to violence, self harm, professional standards, contraband management, substance misuse. HMP Channings Wood promotes safety and decency across the establishment.
Theme 2 Strengthen integration of service delivery between directly funded, co-commissioned providers and wider partners	**CI Theme 2 – Strengthen integration of service delivery between directly funded providers, co-commissioned providers and wider partners.** **2 (a) There is evidence of effective coordination of delivery of services and integration of providers locally, regionally and nationally to maximize outcomes for offenders** Refer development objective in Table 6. **2 (b) Facilitate the ongoing operation of mandating day one entry of prison leavers onto the DWP Work Programme and any future changes through the introduction of Universal Credit.** DWP staff (Employment Benefit Advisers) are located within the information, advice and guidance centre alongside resettlement workers and the accommodation worker. They are provided with a desk and have a standalone broadband and telephone line. There is private interview space available. The EBAs are given release data by the resettlement workers. The establishment understands that the resources needed by DWP may increase as Universal Credit is rolled out. The need for additional accommodation, telephony and broadband is being planned for as part of the move to resettlement prisons. **2 (c) In England - work together with NHS England and Public Health England in line with the National Partnership and Co-commissioning Agreement to ensure that NHS commissioned health services (including clinical and non-clinical substance misuse services) in custody support both health and justice outcomes** HMP Channings Wood is working closely with providers of healthcare and substance misuse services through our local Healthcare Delivery Board which meets quarterly and representation of healthcare on the establishments SMT. 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 intelligence. Refer to Local Development objective – Table 6 - 2 (c). **2 (d) In England – Work together with local authorities to ensure that adult offenders and defendants with care and support needs are appropriately identified, their needs are assessed and they are supported to live with decency and as independently as possible; and that arrangements are made for continuity of care when an individual moves** We are working with NOMS Health & Wellbeing Commissioning our neighbouring establishments, the local authority and NHS England to develop and improve the social care services to the prisoners in our care. Please refer to the detailed development objective in Table 6 below. **2 (e) In England - Work with Local Authorities (LA's) to promote inclusion of, and maximise benefits to, offenders' families** 66% of offenders responding to a local needs assessment survey stated that they had children. HMP Channings Wood has a broad range of family support and children focused projects being delivered within the establishment. Including delivering child centred visits which have become embedded into our processes, with separate events for children under 5 years old and over 5 years old. These visits aim to remind the offenders of their responsibilities as a parent and help to teach them skills in dealing with their children (nappy changing etc). It also gives them awareness & appreciation of their partners' role in bringing up their children while they are in Prison. Also offending behaviour programmes are looking to engage families in post programme reviews. In terms of local authorities work, the importance of particular Families in Need or "Troubled Families" and their representation within the prison system has been recognised and the prison is engaging constructively with the area lead on this. The Lead on this at HMP Channings Wood is Gary Pavey, Head of Offender Management Unit (see development objective). **2 (f) In England - Continue to improve access to a pathway of new and existing services for offenders with severe personality disorders. Services are primarily targeted at men who present a high risk of serious harm to others and women who present a high risk of committing further violent, sexual or serious criminal damage offences. Services are co-commissioned with NHS England Specialised Commissioning to support health and justice outcomes** Channings Wood provides screening to identify offenders with severe personality disorders and once identified referrals are made to the local Mental Health Team for inclusion on caseloads or onward referral to Specialist Personality Units. **2 (g) In England - Align services with Offender Learning and Skills Service (OLASS 4) providers in prisons. Put in place local partnership working arrangements and determine what learning opportunities will be offered in each prison. Support initiatives to make prisons places of work and strengthen the focus on employability. Enhance access to mainstream learning and employment services for offenders on return to the community**.

HMP Channings Wood and it's OLASS 4 provider (Weston College) have a collaborative working relationship. The Learning, skills and employment manager facilitates weekly meetings to ensure a keen awareness of the needs of offenders and how this can be met. Regular local curriculum reviews also take place including the Head of Reducing Reoffending. We hold quarterly meetings with the OLASS provider to reflexively manage their input into our learning and skills provision. A quarterly Quality Improvement Group is facilitated and the Learning, skills and employment manager holds regular formal and informal meetings with the Weston College Curriculum 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.

All offenders 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 an offender's learning; sentence planning and IEP are used to effect in securing offender 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 offender achievement is optimised, using our OLASS budget to the full.

We access reliable labour market information pertaining to the areas into which offenders will be released. The majority of our offenders 43% are discharged to the South West. 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. Offenders who are reaching the end of their custodial sentence (1year –18 months) are undertaking vocational training and preparation for employment. Employability programmes are being offered by OLASS 4, focussing on preparing for interviews, CV writing and disclosure advice. National Careers Service are also linked in with the discharge processes and offer advice on disclosure of convictions. We have established good relationships with employers, in particular we have a range of ROTL placements from which offenders have secured employment following release. We also have some key links with colleges and tutors encourage offenders to continue their learning post release. As a method of enhancing access to mainstream learning, HMP Channings Wood aims to hold its first education, training and employment event in Summer 2014 with the aim of promoting these opportunities to offenders and developing significant further links for the establishment.

The access to mainstream learning and employment services for offenders on return to the community will also be an aspect to be further developed by TTG services.

2 (h) In England - Strengthen partnership working to ensure that offenders have access to support and services to both prepare for and enable access to employment.

HMP Channings Wood has reviewed the local labour market information and where there are likely to be opportunities for offenders. OLASS provision is commissioned with these needs in mind. In addition to the learning and skills provision, HMP Channings Wood has a series of commercial contracts within the industry workshops, specifically wood industry, laundry and tailors. The commercial work includes ad hoc and contracted local commercial work and contracts via one3one solutions, specifically in our woodshop and tailors who are completing work for the MOD. We have a commercial contracts manager who works with the local community organisations, through business forums and nationally,

	we work with one-3-one who have identified the establishment as a key site for growth. Offenders are encouraged to be punctual, attend regularly, and work to high standards. The instructors and staff in these areas are very aware of the need to adhere to Health & Safety regulations and guidelines, and offenders are encouraged to accept and embrace responsibility for their own safety and that of others, staff and peers alike, in line with employers' expectations. Offenders are also encouraged to work in teams to achieve set goals and targets, often working to very specific deadlines when engaging in commercial contract work. Specific industry related qualifications are also available to undertake in these workshops. These workshops have key links to employers in the community for example the The Textiles Service Industry has confirmed that anyone coming out of prison with a laundry qualification would be guaranteed an interview with any laundry affiliated with the Textile Service industry. Three local employers linked with our recycling department, are happy to provide interviews where appropriate. The offenders gain a NVQ in recycling and are forklift trained, this has lead to three offenders being offered positions within the last couple of months. We work closely with a range of employers for ROTL placements. These placements have a requirement that the company will offer a reference and where appropriate an interview for paid employment on release, where an offender performs well. These placements are in a range of companies, including national supermarket chain, production factory, local and national charitable organisations. We currently have approximately 17 offenders accessing ROTL placements. HMP Channings Wood has recently secured the engagement of Princes' Trust Outreach worker. Offenders who would be unemployed upon leaving prison are interviewed by the PT Outreach worker with a view to secure a place on PT workshop training courses upon release. Princes' Trust arrange interviews with employers while the offenders are engaged in their courses. Prince's Trust are also visiting our Business groups (OLASS) on a regular basis to help men up to 31 years of age to start-up/mentor/advise/fund their own business idea. The learning, skills and employment department has also developed links with local employers. For example, we hold quarterly competitions for those on the barbering course and these are judged by outside employers. The function has also been successful in securing funding to provide barbering kits to offenders who have gained a barbering qualification, so that they can continue with this employment on release. A prestigious local hotel's Head Chef has worked with the students on the catering course, providing master classes and then they have delivered a 3 course meal. The prison has recently delivered a resettlement roadshow in which local employers were invited, this has already resulted in full time positions for 2 offenders post release. There is a specific employment, training and education roadshow planned for May 2014 to build on these current links and develop post release employment opportunities.
Theme 3 **Deliver an efficient, quality service**	**CI Theme 3 - Deliver an efficient, quality service** **3 (a) Target resources on evidence-informed interventions and services which are likely to deliver the best outcomes for the investment. This includes targeting factors shown to be related to NOMS intended outcomes and using a service design which will be effective with the groups which receive it.** Refer to Local Development Objective – Table 6 – 3 (a). **3 (b) Have robust quality assurance processes in place to ensure offender services are (i) delivered as they are intended**

	(i.e. with integrity and as planned and designed) and (ii) that they are effective. Refer to Local Development Objective – Table 6 – 3 (b).
Theme 4 Ensure delivery is matched to population, purpose and NOMS outcomes	**CI Theme 4 - Ensure delivery is matched to population, purpose and NOMS outcomes** **4 (a) Use segmentation and local data sources to target resources for rehabilitation services, case management and risk management where they will deliver the greatest outcomes for investment** The segmentation data (March 2013) identified that there is a fairly even distribution of offenders across the reoffending risk levels. The main risk group of offenders at HMP Channings Wood fall within the High risk (212 – 31%) and low risk (221 – 31%). It must be noted however that OGRS is recognised as not being a true measure of an individual's risk with regard to sexual offending therefore RM2000 assessments are utilised for decision making. Once further assessments are completed (as required) then HMP Channings Wood applies the relevant level of case management and risk management. These are detailed within the response to Table 4b: Rehabilitation Services - Additional Services Offer**.** Segmentation data (March 2013) suggests that HMP Channings Wood has a significantly higher number of offenders convicted of violent (29%) and sexual (31%) compared to other offence types. We are currently the main treatment provider for sex offender treatment in the South West of England. We receive sex offenders from our local preparation site (HMP Dartmoor) and nationally. We specialise in offering treatment to medium, high, and very high risk sexual offenders through the Core Sex Offender Treatment Programme (SOTP). HMP Channings Wood is supported closely by South West Psychological Services who also offer specialise assessment and bespoke individual treatment to sex offenders, aimed at addressing the treatment needs that are not covered by the CORE programme or programmes in other establishments. TSP Cognitive skills intervention addresses the way offenders think and their behaviour associated with offending. It involves offenders developing skills in problem solving, self control and positive relationships. Predominantly the target group is Medium risk offenders, however, priority is given to those offenders with an OGRS score of 50-89% (high and very high). Acquisitive crime is the third largest group, however, there is not a specific programme offered to this group of offenders. The majority of the Acquisitive group - 82% fall in to the High or above OGRS score for likelihood of reconviction. Through the OASys and sentence planning process the Offender Supervisor will identify the motivating factors behind the acquisitive crime and may therefore link into another pathway for example drugs, violence, finance, benefit and debt. The segmentation data (March 2013) suggests that 12% of the population at HMP Channings Wood are serving a sentence for a drug related offence. The introduction of a more flexible, individually based recovery community (64 bed unit) impacts on the number of offenders we hold with this offence due to the catchment area. Within the Substance Misuse Service the Peninsula Alcohol/Violence Programme – An 8 session programme for people who have a history of alcohol related violence and Alcohol Action Time – A 10 session programme for dependent drinkers looking at motivation, goals, thinking, high risk situations, assertiveness, relationships. Allocation to these programmes is based treatment need and types of drinking rather than OGRS scores. Offender Supervisors can refer direct to these programmes.

	The segmentation data (March 2013) highlights that the largest group regarding sentence length is 4 years + indeterminate 47% (333) of the population. The next highest group are those with a sentence length of 1 – 4 years 26% (181). The segmentation data (March 2013) also indicates that 59% if the population had 1 year or less to serve. (22% 6 months – 1 year, 37 % less than 6 months). A figure close to that expected as a resettlement prison. The data means that there are offenders who are able to engage in the accredited offending behaviour programmes on offer – Thinking Skills Programme. The sex offender treatment programme lasts up to 6 months and offenders need to be at HMP Channings Wood for just over a year in order for pre and post assessments to be completed. This is essential for effective risk management processes. HMP Channings Wood is committed to using the segmentation data and additional data sources, such as reducing reoffending needs assessments to target resources. We are in the process of setting up a spreadsheet which will enable us to track changes in our population's needs. Targeting of provision is detailed within Table 4b and availability of other services is detailed within table 4a. On induction cases are tiered using OASys where available or the alternative tiering tool. OASys is the way that structured interventions are sequenced with scores such as the OASys Violence Predictor (OVP) being used to screen offenders into appropriate violence reduction programmes, appropriate to the level of risk (CSCP, RESOLVE and ARP Programmes). Sentence planning objectives will be set to ensure offenders with the highest levels are referred to those establishments running those specific programmes (HRP). The Offender Management Unit commissions specific structured assessments from SW Psychological Services such as the HCR-20 or Personality Disorder Assessments in order to clarify dynamic risks factors identified through the generalist OASys tool. Those high risk offenders with personality disorders are referred to the appropriate Psychologically Informed Planned Environment (PIPE) Units. Sufficient information is given to the establishments running Violence reduction Programmes about length of sentence, parole dates and tariff expiry dates in order that they can manage waiting lists effectively. An internal risk (IRMT) Internal Risk Management Team meeting is held on a monthly basis examining the highest risk offenders admitted into HMP Channings Wood and 6 months before release. This multi agency group which includes prison staff, seconded probation staff, healthcare, police liaison and security staff and where appropriate Special Branch. The meeting will ensure that either MAPPA arrangements have been initiated where required or request local MAPPA coordinators to convene on those offenders seen as posing the highest degree of risk even when they are not being released on statutory licence. Prison staff are trained as VISOR inputters in order to ensure that significant risk issues or security intelligence issues on current high risk offenders is evidenced. Security Intelligence reports are submitted by OMU staff where issues of prison security or risk to the individual are identified. The Offender Management Unit is committed to ensuring that case notes on Prison Nomis are updated with regularity to conform to sharing

	information protocols. Where offenders posing risk to children are being identified, Offender Supervisors are part of the mail monitoring process to ensure inappropriate communications are not received or sent out by offenders of HMP Channings Wood in accordance with the Public Protection Manual. Qualified Probation staff manage all indeterminate sentence offenders within the establishment including the new Extended Sentence Determinate cases. Probation staff would have oversight of any offender supervisor managing a MAPPA level 3 case. OMU staff receive training as RM 2000 assessors. **4 (b) Ensure the use of custodial capacity delivers the most cost-effective configuration of places and meets the MOJ's strategic requirements and the needs of co-commissioning and delivery partners whilst reducing cost.** Channings Wood will continue to maximise its capacity and provide access to SOTP, TSP and Drug and Alcohol services for suitable offenders..
Theme 5 Ensure that delivery of services is responsive to individual needs and characteristics to maximise outcomes	**CI Theme 5 - Ensure delivery of services is responsive to individual needs and characteristics to maximise outcomes.** **5(a) Relevant individual needs and characteristics are effectively identified, assessed, and monitored. This information is shared appropriately, proactively and sensitively across the organisation, and with delivery partners.** HMP Channings Wood ensures that individual needs and characteristics are identified, assessed and monitored to ensure maximum outcome for offenders. All offenders receive an initial basic screening on reception for learning disabilities. Following initial assessment they will be highlighted to the mental health / learning disability team and further assessments offered by a learning disability trained nurse. Our substance misuse service is committed to the early identification and treatment of substance mis-users in prison and are seen for an initial assessment / recovery plan review within the national guidelines. Any subsequent care plans are then shared with relevant staff within the establishment. All offenders are seen and assessed by the National careers service and for basic skills screening by Weston College staff (OLASS). This individual information is then used to formulate plans for offenders' progression through their sentence. All offenders have a disability assessment followed up by an equality officer who will then assess social care, mobility needs etc in more detail. Older offenders have limited access to services provided by RECOOP at present, which the establishment is looking to review and develop over 2014 -2015. All offenders have a resettlement needs induction assessment with an offender supervisor to establish their level of need in relation to the resettlement pathways. Appropriate referrals are then made dependant on individual need.

	Through The Gate (TTG) Services are currently being reviewed with the implementation of the Community Rehabilitation Companies and HMP Channings Wood will endeavour to work collaboratively and support the new provider. HMP Channings Wood will continue with staff training in Equalities and use the Equalities Management Tool through the EAT to produce an action plan to meet the individual needs of the offenders. Staff are currently trained in all aspects of ACCT management, this supports offenders in managing periods of stress. We currently have a full-time Custodial Manager and Governor who take ownership of the ACCT process and Safer Custody. We assess offenders through education in terms of their individual learning needs and are sensitive to issues such as learning difficulties and disability. In our Healthcare Department offenders are assessed in Reception and offered a second Healthcare follow-up screening, including inoculations. We continue to work in partnership with the Dorset University Healthcare Trust to provide a full range of medical interventions, including Mental Health, depression, anxiety, learning disabilities, addiction and sexual health. **5(b) Information regarding individual needs and characteristics is used to adapt and sequence services to meet individual needs and maximise their benefit, and offenders are supported and encouraged to access appropriate services.** Equalities Officers provide a range of services in relation to protective characteristics. These are supported by local policies on Equalities, Diversity, Disability, Foreign National and Transgender issues. This is underpinned by regular Equality Action Team meetings and user forums as well as analysing of SMART data. Regular meetings and activities take place for the significant proportion of the population who are over the age of fifty. There is a comprehensive Equality Policy in place covering all protected characteristics. There is an active and appropriately attended Equalities Action Team (EAT). We have an active Peer Mentor system and use the Induction programmes and target setting on staff SPDR's to promote purposeful communications with offenders. We will act upon data from the Equalities Monitoring Tool by targeting staff training using the SPDR process. We also act upon data from the Education Learning and Skills needs assessment through an action plan at the QIG meetings and the Reducing Reoffending Management Team. Use is made of the Healthcare complaints process when concerns are raised and these are reviewed monthly at Operational Governing Governors Health Forums as is Healthcare delivery in general. 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.
Theme 6 Deliver priority national or specialist services	**CI Theme 6 - Deliver priority national or specialist services** **6(a) Continue to identify, assess and manage extremist offenders by engaging with existing local structures and ensuring that training and awareness is embedded among key staff groups. Ensure referral, where appropriate, to interventions, structured assessment and structured interventions and faith-based programmes according to offender risk and need.** In relation to NOMS' approach to the identification, assessment and management of extremist offenders, HMP Channings Wood will ensure delivery in the key thematic areas of Intelligence Gathering and Management; Offender Management and Public Protection; and Interventions & Resettlement, as assessed by NOMS HQ.HMP Channings Wood will also ensure that any recommendations related to the identification,

assessment and management of extremist offenders which are identified through the NOMS assessment process are implemented within reasonable timescale.

6(b) Deliver victim-offender conferences (Restorative Justice) where capacity exists and develop partnerships and a supportive environment to enable delivery where it does not.

This past year has seen the continued use of restorative justice case conferences taking place at HMP Channings Wood. This continues to be delivered on a very small scale (3 conferences in 2013 – 2014) currently however it's important to note that we have managed to continue to deliver these interventions by networking with other organisations, such as Restorative Gloucester and the specialist restorative justice team within Devon & Cornwall Police force. Where it hasn't been possible to work with a specific victim of an offender's crime, we have started to explore and recently trialled the use of working with a 'donor victim'. The victim of crime we worked with to trial this was a victim of a very similar crime to that which the Offender located at Channings Wood had committed. The result being an incredibly powerful and emotional conference for all parties involved. The victim and the Devon & Cornwall police team involved are now supporting us in getting this message out to a wider audience, by working with the Recovery Community on LB8 in the near future.

6 (c) Ensure the efficient use of prison places through development and implementation of local bail strategies and use of HDC for appropriate offenders, including making full use of Bail Accommodation and Support Service.

HMP Channings Wood will continue a strategy which ensures that all offenders eligible for HDC who cannot provide an accommodation address are routinely offered accommodation through BASS. HMP Channings Wood also stresses the importance of liaison with the licence supervisor (offender manager) and ensure that releases to BASS are credited as 'suitable and settled' for the purpose of delivery levels. HMP Channings Wood ensures that BASS is considered as an option when non-BASS HDC placements fail.

6 (d) Increase the amount of commercial and economically beneficial work in prisons undertaken by offenders.

As stated HMP Channings Wood has a range of industrial workshops who under commercial work through one 3 one solutions or local contracts (As detailed in Table 8a). One3One have identified HMP Channings Wood as a key site for growth. We were allocated a commercial contracts manager through our benchmarking process and they have been following up on our local and national leads with the intention of expanding our links with commerce and therefore the potential to increase purposeful work for offenders. We are in the process of implementing a call centre (35 activity spaces) and this too will be run as a call centre would in the community. Thereby ensuring that offenders are developing 'real work skills' such as achieving set goals and targets and working to specific deadlines. We also have plans to increase our work with horticulture party (16) due to recovering a range of poly-tunnels, the produce will be sold to local producers / wholesalers. We also have plans to increase our recycling party subject to a positive capital bid outcome by a further 4 places.

Through the benchmarking process HMP Channings Wood have been introduced to various interested parties and the resettlement roadshow has produced some interesting leads which are followed up by the commercial contracts manager.

6 (e) Support the delivery of efficiencies across the criminal justice system by increasing the use of prison video links.

	HMP Channings Wood will continue to develop a strategy for extending use of video conference facilities which is consistent with the NOMS Video Action Plan, ensuring that use is consistent with type of establishment and makes maximum usage of existing/planned facilities. The OMU Hub Manager, will be the establishment lead for the NOMS Video Action Plan and will establish and maintain relationships with the relevant stakeholders. **HMP Channings Wood will** invite judiciary to the establishment in an attempt to promote our video link facilities and to promote it use in the local courts. Progress will continue to be monitored on a monthly basis, which will be documented and reviewed by the Lead responsible for delivery.

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 offenders 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 offenders to participate fully in rehabilitation services	All Offenders upon arrival at HMP Channings Wood receive an induction to education in order to address highlighted need. Offenders are assessed to identify whether further work is required to develop basic literacy, numeracy and IT skills prior to any referrals made into other employment/ education areas. Where appropriate, all Offenders accessing any form of Learning & Skills will receive a detailed Individual Learning Plan appropriate to their own educational/ employment needs, highlighting both areas for development and also areas of achievement. Likewise with the Offender Management Unit (OMU), all Offenders will receive an interview with an Offender Supervisor in order to identify level of need in relation to the reducing reoffending pathways. Following this meeting, Offenders' sentence plans will be reviewed if appropriate, and further work identified and necessary referrals made. Within the Prison, there are a number of Offenders employed as Peer Mentors across the spectrum of learning and skills and employment areas. These individuals are in place to help encourage Offenders access all rehabilitation services available, such as accommodation and employment advice. There is a 'Channings Wood Services Directory' in place accessible to Offenders on the wings and within areas of employment and Learning and Skills, as well as the Visitors Centre. This document highlights all services available and the partnership organisation we work with in order to encourage Offenders to participate fully in rehabilitation services. We can thereby ensure a more effective resettlement transition is known to all staff and Offenders alike. It may be appropriate for Offenders to be referred to South West Psychological services, who are on site and to offer clinical support to more specialist Treatment cases where applicable, dependant on individual need. Staff work to encourage offenders to effectively engage in the regime (as seen in the high attendance rate in education) and associated rehabilitative services. All staff (directly / non directly employed) have been reminded of their important role in assisting in achieving resettlement outcomes for offenders. This involves ensuring that offenders' identified rehabilitation needs are addressed and their ability to reintegrate into the community is enhanced. 'Every contact matters' - this requires consistent engagement, whereby staff encourage and motivate prisoners so that they can feel it is possible to change. Staff have been reminded of their responsibility to record their engagement with offenders and their observations of the achievements, performance and behaviour of each offender they work with in a balanced, clear and timely manner. Thereby providing the wider picture which assists in making informed and defensible decisions about risk and sentence management. Development objectives 1a and 1 b are aimed at ensuring staff are engaging with offenders in a personal and supportive manner, that these purposeful conversations are recorded and can then be used to support case management and risk management activity. The management checks will also review the quality of these notes.	NOMS Locally, Regionally and co-commissioned services

Offenders are made aware of their responsibilities in engaging with and accessing services	In discussion at the initial meetings with staff both through the education/ employment induction and the Offender Supervisor, Offenders are made aware of the joint responsibility between the Prison and the individual to engage and access the services available to them within HMP Channings Wood. Within the sentence planning process, Offenders are able to identify areas they feel require development and this is discussed at that point. The completed sentence plan and OASys document is then shared directly with each Offender, thus making them aware of their own responsibilities to engage and access the available services. The IEP scheme is utilised by the prison in order to recognise those individuals who make an active effort to engage and access the identified areas of need in order to reduce their risk of reoffending. The Prison is able to assist those individuals requiring some support to access the services by highlighting the need at an appropriate time and then identify an individually based plan of support to ensure that no Offender is denied a service due an area of disability or need. The 'Channings Wood Services Directory' is accessible on the wings and within areas of employment and Learning and Skills, as well as the Visitors Centre. This document highlights all services available and the partnership organisation we work with in order to encourage Offenders to participate fully in rehabilitation services. We can thereby ensure a more effective resettlement transition is known to all staff and Offenders alike.	NOMS Locally, Regionally and co-commissioned services
Offenders anti social attitudes, thinking and behaviours are addressed by staff through pro social interaction and engagement	The new IEP scheme has now been implemented within the prison, and the latest HMIP and MQPL reports evidence good levels of staff offender relationships. HMIP in particular report this throughout different elements of the prison e.g. seg, healthcare, education and gym. The Personal Officer scheme assists to encourage Offenders to seek appropriate support from the relevant agencies and treatment services in place to support each Offender's ability to reintegrate into the community upon release. Case notes are maintained highlighting where this is not being achieved by the Offenders, and relevant procedures such as IEP are then followed. Offenders are encouraged to apply for work/ education, where they are exposed to pro-social interaction in the form of the instructors and associated staff in those areas. Offenders are encouraged to be punctual, attend regularly, and work to high standards. The instructors and staff in these areas are very aware of the need to adhere to Health & Safety regulations and guidelines, and offenders are encouraged to accept and embrace responsibility for their own safety and that of others, staff and peers alike, in line with employers' expectations. Offenders are also encouraged to work in teams to achieve set goals and targets, often working to very specific deadlines e.g. when engaging in commercial contract work. In this way, a sense of personal achievement and satisfaction can be obtained by individual offenders leading to an acceptance of the benefit to be gained from alternative, and in some cases, previously unconsidered social behaviours, Pro social modelling training is directed at particular staffing teams within the prison, such as being provided to staff who work within the segregation unit with the aim of those staff being pro-social in their interactions with Offenders who are displaying anti-social attitudes, thinking and behaviour. However we will look to increase the availability of this training to help promote its use and for all staff to understand the importance of demonstrating these behaviours. We will continue to measure our progress through a range of internal measures (as shown in the developmental objectives) and also through the feedback received in terms of external assessments such as MQPL (February 2014)	NOMS Locally, Regionally and co-commissioned services

	and HMIP.	
Offenders can access appropriate services that enable them to seek suitable employment and/or training for release.	OLASS 4 Provision is focussed on delivering relevant qualifications in line with labour market information. There is a range of vocational training e.g. dry lining, forklift truck, catering diploma. There are specific courses for employability provided, as well as specific aspects of the courses which focus on skills such as CV writing & interview techniques. Offenders will be given the opportunity to work a full working week in one of our industrialised workshops whilst at Channings Wood. Within these workshops offenders are able to develop additional skills as they are encouraged to be punctual, attend regularly, and work to high standards. The instructors and staff in these areas are very aware of the need to adhere to Health & Safety regulations and guidelines, and offenders are encouraged to accept and embrace responsibility for their own safety and that of others, staff and peers alike, in line with employers' expectations. Offenders are also encouraged to work in teams to achieve set goals and targets, often working to very specific deadlines when engaging in commercial contract work. N-Ergy are able to offer specific qualifications relevant to the workshops where appropriate on top of the provision provided by OLASS 4. Employment Benefit Advisor is available within HMP Channings Wood, and every offender is invited to a meeting three weeks prior to release, where appropriate referrals to the work programme are made. National Carers Service also operates in the prison and meets Offenders both at reception and discharge. Offenders long term employability goals are always the key focus of such contact, which includes education employment and training. They also provide information about disclosure of convictions. Virtual Campus is available within the prison, and is available to search for jobs, apply for jobs and also search for college courses. The National Reading Network operate in order to provide a peer mentoring reading plan that enables Offenders who can read to act as mentors and provide reading support to those Offenders who need help to develop their reading skills. Within the Prison, there are a number of Offenders employed as Peer Mentors across the spectrum of learning and skills and employment areas. These individuals are in place to help encourage Offenders access all rehabilitation services available, such as accommodation and employment advice. LB6 is a resettlement unit within the prison. On this unit there is employability and interview techniques training offered with the assistance of staff from within the L&S department. Suitable offenders can then be risk assessed for ROTL and these appropriate men will have the opportunity to progress through working inside to real work experience through job opportunities on ROTL. This allows Offenders the opportunity to gain a reference and in some cases, a guaranteed interview for employment on release. The Library maintains a number of resources to support the courses being run within the prison, plus also provides a location where daily and local newspapers are available to support Offenders identifying suitable employment opportunities available to them upon release.	Locally agreed sessional worker

Offenders can access services that enable them to manage housing needs created as a result of their custody.	Channings Wood has a dedicated housing advice/advocacy worker who ensures that an initial housing assessment is carried out with all offenders within 4 days of arrival. Any issues will be identified and addressed from that point. A case file is opened and work commenced 3 months from release. The service deals with all housing, homelessness issues and accommodation finding for release. The service is advertised in all parts of the prison and an appointment or drop in service is available daily. The same provision is offered to VPU offenders and will visit them on the wings or workplace. We have excellent links with BASS, HMP Channings Wood have a Resettlement and partnerships support centre this is a dedicated point of contact that offenders can either be referred to or apply to.	Locally agreed sessional worker
Offenders can access services that enable them to seek settled and suitable housing for release.	The housing advice service within Channings Wood will identify housing requirements for offenders on the initial assessment process, by application or from referrals. The service is supported by Peer Mentors working across the site assist with the work. These Peer Mentors are able to signpost and also arrange appointments where necessary in order to access specialist support such as Job Centre Plus, National Careers Service and Choices. They will then commence work on a case 3 months from release and will work with the offender to source suitable accommodation. They apply to providers and liaise with statutory and voluntary agencies and partners within and outside of the establishment. The service is accessible to all offenders at any stage of their sentence if required. They offer the same provision to the VPU and will visit them on the wings or workplace.	Locally agreed sessional worker
Offenders can access services to enable them to address personal financial management issues created as a result of their custody.	The Prison actively encourages Offenders to open a bank account with the Co-op, who have agreed to process bank account applications from Offenders without the normal photo ID requirements. There is a Money Advice Service in operation within Channings Wood that are able to offer specific information relevant to each Offenders needs. The service gives free advice to enable people to take the right financial decisions. It is an independent organisation whose statutory objectives are to enhance the understanding and knowledge of Offenders about financial matters and to enhance their skills to manage their own financial affairs. Employment Benefit Advisor is in a position to signpost and offer support with financial management issues in relation to assisting in closing down and reinstating benefit claims, pensions and welfare credit information. The citizencard is also available to Offenders which enables them to have national photo ID and proof of age when dealing with benefits and other claims. Offenders are able to access contact information for existing community based debt management services through the Information, advice and guidance centre.	

Offenders can access available services which enable them to address their family welfare and family support needs.	Choices Consultancy Services provide the family support worker as well as the visits / play aspects to the visitors centre / visits hall. Offenders and families are signposted to community based services that support offenders families. There is also a visitor information pack which provides this information. Domestic visits now occur mainly across the weekend, thus allowing visits in the morning and afternoon. This assists those offenders whose visitors have had to travel some distance. Family and friends are able to send e-mails to Offenders via emailaprisoner.com which encourages contact between Offenders and their families. Pin phone credit is given to Offenders who do not have a visit in the month which aims to encourage family contact for those Offenders where a visit is difficult due to a range of circumstances. International Phonecards are also available to Offenders to purchase. ROTL is available to help maintain and/or develop Offender's family ties in the form of home leave and town visits where appropriate.	
Offenders have equivalence of access to health services in custody as in the community.	All healthcare services are provided by the NHS through a contract between the commissioners for NHS England, HMP Channings Wood and Dorset Healthcare University NHS Foundation Trust. Under the terms of the contract there are a series of service specifications that outline the responsibilities of all the partners to guarantee that the services are provided and developed in a way that is entirely consistent with the level of service you should expect in the community. The broad range of services which include Primary care services, Mental health and substance misuse services as core elements of the provision which must be delivered to offenders in a way that meets the complex needs of the population and is consistent with the principles of reducing reoffending by establishing meaningful through care where needed. A robust process of monitoring and measuring provision by the commissioner, the establishment and statutory NHS quality control measure bodies ensure that all offenders have access to the same range and quality of service expected by patients in the community.	
Offenders can access treatment, services, advice and support around drug and alcohol needs.	SMS Services in Channings Wood are now provided by the Exeter Drugs Project (EDP) under an SLA with Dorset Health Care (DHC) who are the sole contract holders for the delivery of health services to Channings Wood. The drug and alcohol services have been amalgamated into one SMS service which incorporates the psychosocial and clinical needs of those requiring both support and chemical maintenance. There is also a recovery community in which a programme designed to achieve total abstinence is also developing under EDP. This 'whole' service incorporates assessment, support, maintenance, active engagement and through care into the community. All offenders on arrival or through any pathway can gain access to the SMS service and be supported to engage in whatever programme or measures deemed to be most suitable or appropriate.	
Offenders who have experienced domestic violence, rape or abuse can access services that offer them advice and support.	HMP Channings Wood does not currently have systems in place which identify the level of need in these areas. Please refer to Table 6 Development Objective.	

Offenders who have been sex workers can access services that offer them advice and support.	HMP Channings Wood does not currently have systems in place which identify the level of need in this area. Please refer to Table 6 Development Objective.	

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 Offenders 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		**All Offenders are able to access debt and finance management, accommodation advice. They are also able to access, where appropriate services to enable them to address their family, welfare and support needs. Healthcare induction will assess and highlight any individuals whom require specialist treatment and/or support based on need to that Offender rather than any identified risk.** **Where a highlighted need is identified within the individual offender supervisor meeting and/ or the education induction, the appropriate referral will be made to the relevant services available.** **The Recovery Community at HMP Channings Wood is available in order to help support Offenders lives where a substance misuse problem has been identified. Referrals and selections to this community are based on level of need to the individual rather than identified risk.** **The co-commissioned substance misuse service have a range of interventions available which target need and can be adapted to meet each individual's own situation. Substance misuse have recently recruited a family worker and family interventions will be delivered in line with SMS recovery plans. More specifically the Peninsula Alcohol/Violence Programme – An 8 session programme for people who have a history of alcohol related violence and Alcohol Action Time – A 10 session**	**Recovery Community (Co-Commissioned started 01/04/13) 64 bed unit**

		programme for dependent drinkers looking at motivation, goals, thinking, high risk situations, assertiveness, relationships. Allocation to these programmes is based treatment need and types of drinking rather than OGRS scores. Offender Supervisors can refer direct to these programmes. Other group based activities / sessions are also available. **Storybook Dads aim to help imprisoned parents maintain meaningful contact with their Children. Parents will have the opportunity to send personalised story CDs and DVDs to their children.** **Child Centred visits are provided in partnership with Choices and aim to remind the offenders of their responsibilities as a parent and help to teach them skills in dealing with their children (nappy changing etc). It also gives them awareness & appreciation of their partners' role in bringing up their children while they are in Prison.** **SSAFA have close working links with the Prison, and are able to offer financial support and advice to the families of ex-service personnel.**	
Sexual Offenders	218 – 31%	**HMP Channings Wood is currently the main treatment provider for sex offender treatment in the South West of England. We receive sex offenders from our local preparation site (HMP Dartmoor) and nationally. We specialise in offering treatment to medium, high, and very high risk sexual offenders through the Core Sex Offender Treatment Programme (SOTP). HMP Channings Wood is supported closely by South West Psychological Services who also offer specialise assessment and bespoke individual treatment to sex offenders, aimed at addressing the treatment needs that are not covered by the CORE programme or programmes in other establishments.** **Sex Offenders who are assessed via RM2000 as medium or above will be referred on an individual basis to the specialist team.** **During the year, 30 places of TSP will be offered solely for those on the Vulnerable Prisoner Unit. SOTP deemed more effective with Offenders who have completed a prior intervention such as TSP. Whilst this is an ideal TSP will continue to be used to encourage engagement but will be prioritised for those not likely to complete an SOTP either due to sentence length or higher priority status such as an ISP. Each case will be considered on an individual basis and treatment priority given to SOTP (Dependent on sentence length remaining).** **Offenders with a previous risk factor of substance misuse (drugs/alcohol) can be referred for assessment for specialist work with the co-commissioned Substance Misuse Service.** **Offender Supervisor provides one-to-one support focussed on managing the Offender's risk and supporting behavioural change. It may be appropriate for Offenders within this category to be referred to South West Psychological services,**	**SOTP (Commissioned)- 42** **TSP (Commissioned)- 30**

		who are on site and to offer clinical support to more specialist Treatment cases where applicable.	
Violent offenders	201 – 29%	**No specific local provision for Violent Offenders. If the sentence plan suggests a need for an intervention, Offender Supervisors can make a referral for a CALM assessment to South West Psychological Services.** **TSP is available at Channings Wood and is a commissioned intervention for Offenders with a history and or an offence of violence, therefore this is a suitable intervention for this population group and Offender Supervisors will make the appropriate referral where necessary.** **Offender Supervisor provides one-to-one support focussed on managing the Offender's risk and supporting behavioural change. It may be appropriate for Offenders within this category to be referred to South West Psychological services, who are on site and to offer clinical support to more specialist Treatment cases where applicable.**	**SOTP (Commissioned)- 42** **TSP (Commissioned)- 72**
Indeterminate Sentenced Prisoners (ISPs)	104 – 15%	**According to segmentation data, 15% of the population at CWC are Indeterminate sentenced prisoners (This compares to 17% of the population at CWC for 2013-14). Guidance tells us that ISP prisoners should not be held back from progressing and should be prioritised for interventions.** **Dependant on the identified level of risk of serious harm, offenders may be able to access specialist interventions designed to reduce risk of reoffending. An offender with an Indeterminate Sentence will not be required to meet a relevant risk level in order for their need to participate in TSP to be assessed, with the sentence itself indicating that TSP may be an appropriate intervention.** **Sex offenders who are assessed via RM2000 as medium or above will be referred on an individual basis to the specialist team. Those that are referred but not selected are highlighted to the individual offender supervisor in order for other intervention decisions to be made.** **Offenders in this risk group will be given the opportunity to work a full working week in one of our industrialised workshops, however as an ISP the opportunity to gain a ROTL placement will not be offered.** ***Due to recent prison closures within the South West Area, Channings Wood has seen an increase in the number of this specific population rise a further 20%. (125 as of 10/12/2013).** **It may be appropriate for Offenders within this category to be referred to South West Psychological services, who are on site and to offer clinical support to more specialist Treatment cases where applicable.**	**SOTP (Commissioned)- 42** **TSP (Commissioned)- 72** **Recovery Community (Co-Commissioned started 01/04/13) 64 bed unit**

Low likelihood of any reconviction OGRS 0-24%	221 – 31%	**According to segmentation data, 31% of the population at CWC has a low likelihood of reconviction using OGRS (This compares to 35% of the population at CWC for 2013-14). It must be noted however that OGRS is recognised as not being a true measure of an individual's risk with regard to sexual offending therefore RM2000 assessments are utilised for decision making. Evidence suggests that this group of offenders would carry an amount of pro criminal attitudes, these can be approached via pro social modelling, positive staff interactions and staff challenging anti social attitudes.** **1:1 time with Offender Supervisor is limited and focussed on readiness for release** **Offenders with a previous risk factor of substance misuse (drugs/alcohol) can be referred for assessment for the Recovery Community and/or specialist work with the co-commissioned Substance Misuse Service.** **Offenders in this risk group will be given the opportunity to work a full working week in one of our industrialised workshops.** **Suitable offenders in this segment, risk assessed for ROTL will have the opportunity to progress through working inside to real work experience through job opportunities on ROTL.** **Sex offenders who are assessed via RM2000 as medium or above will be referred on an individual basis to the specialist team. During the year 30 places of TSP will be offered solely for those on the vulnerable prisoner unit. SOTP deemed more effective with offenders who have completed a prior intervention such as TSP. SOTP deemed more effective with Offenders who have completed a prior intervention such as TSP. Whist this is an ideal TSP will continue to be used to encourage engagement but will be prioritised for those not likely to complete an SOTP either due to sentence length or higher priority status such as an ISP. Each case will be considered on an individual basis and treatment priority given to SOTP (Dependent on sentence length remaining).**	**Recovery Community (Co-Commissioned started 01/04/13) 64 bed unit**
Medium likelihood of any reconviction OGRS 25-49%	146 – 21%	**According to segmentation data, 20% of the population at CWC has a medium likelihood of any reconviction using OGRS (This compares to 21% of the population at CWC for 2013-14). It must be noted however that OGRS is recognised as not being a true measure of an individual's risk with regard to sexual offending therefore RM2000 assessments are utilised for decision making. Evidence suggests that this group of offenders would carry an amount of pro criminal attitudes, these can be approached via pro social modelling, positive staff interactions and staff challenging anti social attitudes.** **Offenders with a previous risk factor of substance misuse (drugs/alcohol) can be referred for assessment for the Recovery Community and/or specialist work with the co-commissioned Substance Misuse Service.** **Offenders in this risk group will be given the opportunity to work a full working week in one of our industrialised workshops.**	**SOTP (Commissioned)- 42** **TSP (Commissioned)- 72** **Recovery Community (Co-Commissioned started 01/04/13) 64 bed unit**

		Suitable offenders in this segment, risk assessed for ROTL will have the opportunity to progress through working inside to real work experience through job opportunities on ROTL. **Offender is provided with access to the services outlined under the Core Rehabilitative Offer.** **Referral to resources providing practical help addressing circumstances or situation – typically employment, accommodation, basic and life skills.** **1:1 time with the Offender Supervisor is limited and focused on readiness for release.** **Sex offenders who are assessed via RM2000 as medium or above will be referred on an individual basis to the specialist team. During the year 30 places of TSP will be offered solely for those on the vulnerable prisoner unit. SOTP deemed more effective with offenders who have completed a prior intervention such as TSP. SOTP deemed more effective with Offenders who have completed a prior intervention such as TSP. Whist this is an ideal TSP will continue to be used to encourage engagement but will be prioritised for those not likely to complete an SOTP either due to sentence length or higher priority status such as an ISP. Each case will be considered on an individual basis and treatment priority given to SOTP (Dependent on sentence length remaining).**	
High likelihood of any reconviction OGRS 50- 74%	212 – 30%	**According to segmentation data 30% of the population at CWC has a high likelihood of any reconviction using OGRS (This compares to 32% of the population at CWC for 2013-14). Evidence suggests that this group of offenders would carry an amount of pro criminal attitudes, these can be approached via pro social modelling, positive staff interactions and staff challenging anti social attitudes.** **Offenders with a previous risk factor of substance misuse (drugs/alcohol) can be referred for assessment for the Recovery Community and/or specialist work with the co-commissioned Substance Misuse Service.** **Offenders in this risk group will be given the opportunity to work a full working week in one of our industrialised workshops.** **Suitable offenders in this segment, risk assessed for ROTL will have the opportunity to progress through working inside to real work experience through job opportunities on ROTL.** **Offender is provided with access to the services outlined under the Core Rehabilitative Offer.** **Referral to resources providing practical help addressing circumstances or situation – typically employment, accommodation, basic and life skills.** **1:1 time with Offender Supervisor is intensive, focused on supporting personal**	**SOTP (Commissioned)- 42** **TSP (Commissioned)- 72** **Recovery Community (Co-Commissioned started 01/04/13) 64 bed unit**

		change and engagement with sentence plan **All offenders are now suitable on the basis of risk for Thinking Skills Programme. Offenders should also start to be identified for suitability towards the Perspectives course once they fall within this category, potentially as a precursor to accredited offending behaviour programmes.** **Sex offenders who are assessed via RM2000 as medium or above will be referred on an individual basis to the specialist team. During the year 30 places of TSP will be offered solely for those on the vulnerable prisoner unit. SOTP deemed more effective with offenders who have completed a prior intervention such as TSP. SOTP deemed more effective with Offenders who have completed a prior intervention such as TSP. Whist this is an ideal TSP will continue to be used to encourage engagement but will be prioritised for those not likely to complete an SOTP either due to sentence length or higher priority status such as an ISP. Each case will be considered on an individual basis and treatment priority given to SOTP (Dependent on sentence length remaining).**	
Very high likelihood of any reconviction OGRS 75-89%	118 – 17%	**According to segmentation data 17% of the population at CWC has a very high likelihood of any reconviction using OGRS (This compares to 12% of the population at CWC for 2013-14). Evidence suggests that this group of offenders would carry an amount of pro criminal attitudes, these can be approached via pro social modelling, positive staff interactions and staff challenging anti social attitudes.** **Offender is provided with access to the services outlined under the Core Rehabilitative Offer.** **Implementation of a carefully planned programme of activity designed to manage the offender's risk to others and achieve personal change. Likely to involve inter-agency, multi-faceted plan of work to control and monitor behaviour, which may include restrictions on the offender pre-release, e.g. who they have access to through visits, and in preparation for release in licence conditions.** **This is likely to include offenders who in the community will be subject to Prolific & Priority Offender Schemes and MAPPA arrangements.** **Offender Supervisor provides 1:1 support focused on managing the offender's risk and supporting behavioural change. Case management time will be needed to liaise with external partners and public protection teams.** **It may be appropriate for Offenders within this category to be referred to South West Psychological Services for specialist one to one clinical psychology work.** **Sex offenders who are assessed via RM2000 as medium or above will be referred on an individual basis to the specialist team.**	**SOTP (Commissioned)- 42** **TSP (Commissioned)- 72** **Recovery Community (Co-Commissioned started 01/04/13) 64 bed unit**
Extremely high likelihood of any	7 – 1%	**According to segmentation data 1% of the population at CWC has a extremely high likelihood of any reconviction using OGRS (This compares to 1% of the population at**	**SOTP (Commissioned)- 42** **TSP**

reconviction (prolific) OGRS 90-100%		**CWC for 2013-14). Evidence suggests that this group of offenders would carry an amount of pro criminal attitudes, these can be approached via pro social modelling, positive staff interactions and staff challenging anti social attitudes.** **This segment will address their offending behaviour through HMP Core Rehabilitative Offer.** **Offenders in this risk group will be given the opportunity to work a full working week in one of our industrialised workshops. Suitable offenders in this segment, risk assessed for ROTL will have the opportunity to progress through working inside to real work experience through job opportunities on ROTL.** **Offender is provided with access to the services outlined under the Core Rehabilitative Offer.** **Implementation of a carefully planned programme of activity designed to manage the offender's risk to others and achieve personal change. Likely to involve inter-agency, multi-faceted plan of work to control and monitor behaviour, which may include restrictions on the offender pre-release, e.g. who they have access to through visits, and in preparation for release in licence conditions.** **This is likely to include offenders who in the community will be subject to Prolific & Priority Offender Schemes and MAPPA arrangements.** **Offender Supervisor provides 1:1 support focused on managing the offender's risk and supporting behavioural change. Case management time will be needed to liaise with external partners and public protection teams.** **It may be appropriate for Offenders within this category to be referred to South West Psychological Services for specialist one to one clinical psychology work.** **Sex offenders who are assessed via RM2000 as medium or above will be referred on an individual basis to the specialist team.**	**(Commissioned)- 72 Recovery Community (Co-Commissioned started 01/04/13) 64 bed unit**

Table 5: Accredited Programmes provided in the establishment		
Does this establishment deliver NOMs Commissioned accredited programmes?		Yes
Name of accredited programme	**Number of agreed starts** (expected for 2014-15)	**Number of agreed completions** (planned total for 2014-15)
Living Skills Programmes		
Thinking Skills Programme **(TSP)**	80	72
Total	**80**	**72**
Sex Offender Treatment Programme (nationally commissioned)		
Core Sex Offender Treatment Programme **(C-SOTP)**	45	42
Total	**45**	**42**
Grand Total	**125**	**114**

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)**
1. Enhance public protection and ensure a safe, decent environment and rehabilitative culture	**1 (a) There is a sense of purpose in relation to rehabilitation, desistance and progression through a sentence which is shared and understood by all who work with offenders.** **1 (b) All who work with offenders consistently demonstrate behaviours and attitudes that support rehabilitation and desistance** **HMP Channings Wood is being visited by MQPL (February 2014). This assessment will provide a measure of our current position. On receipt of the final feedback report, the SMT will drive forward the changes identified to ensure that the 'every contact matters' concept is understood and given priority by all staff. This will promote a shared understanding that rehabilitation is central to progressing a prisoner through their sentence.** **This will be achieved through:** • **A review of the personal officer process conducted by the Head of Res and Services to ensure that the personal officer process is fit for purpose. The review will be completed by the end of June 2014.** • The Head of the OMU will ensure that a programme of Focus Group Sessions, involving all members of staff is delivered on Staff Training Days during 2014-2015. This is to promote 'Every contact matters' and the need for all staff to have meaningful conversations followed up with quality case note entries. , to involve all members of staff. **1 (c) Efforts are made to ensure offenders experience the environment as safe** **HMP Channings Wood remained a level 4 prison following the Safer Custody Audit. Following our MQPL visit (February 2014) we will have feedback detailing prisoners' perceptions regarding safety.** **HMP Channings Wood will provide robust violence reduction investigations completed by the Safer Prisons Manager. We will further develop the links between the safer prisons team and security department to maximise intelligence. This will be completed as part of the monthly security / safer prisons management meeting. We will use the IEP to maximum effect to tackle poor and aggressive / violent behaviour. The prisoner focus groups (quarterly) and the wing reps meetings (monthly), chaired by the**	Yes

	Head of Res and Services, will be used to gauge prisoner perception. We will act on feedback on these in the event that concerns are raised regarding prisoner safety.	
2. Strengthen integration of service delivery between directly funded, co-commissioned providers and wider partners	**2 (a) There is evidence of effective coordination of delivery of services and integration of providers locally, regionally and nationally to maximise outcomes for offenders** We will maximise investment of all partners and providers delivering services for offenders at HMP Channings Wood and maximise outcomes for offenders by ensuring they experience a seamless and joined up service. By December 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). To accomplish this we will set up a Partnership Coordination Meeting between the Head of OMU and the Head of Reducing Reoffending and produce a strategy to review all partnership groups and co-commissioned work. We will deliver this local development objective by reviewing all of the various activities to ensure that they meet the objectives within the Reducing Reoffending local policies and pathway work. The Partnership Coordination Meeting will produce; • 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 objective on a monthly basis by the Partnership Coordination Meeting and at a regional level with the DDC. **Resettlement Prison** • The Head of Reducing Reoffending will make the appropriate arrangements to assist in the transition to a resettlement prison in-line with the scheduled implementation.	Yes

	• Use the soon to be developed Partnership Coordination Meeting between Reducing Reoffending and OMU, to action plan strategic changes to the establishment to bring in line with its new Resettlement Prison designation. **2 (c) In England – work together with NHS England and Public Health England in line with the National Partnership and Co-commissioning Agreement to ensure that NHS commissioned health services (including clinical and non-clinical substance misuse services) in custody support both health and justice outcomes** • To work closely with NHS England and its commissioned providers to monitor offender attendance rates for NHS England commissioned services; to monitor escort cancellations; to ensure appropriate supervision of medicine queues; and to minimise the risk of diverted medication. Progress will be monitored by the Governor at the Prisons Health Partnership Board Meeting. **2 (d) In England – work together with local authorities to ensure that adult offenders and defendants with care and support needs are appropriately identified, their needs are assessed and they are supported to live with decency and as independently as possible; and that arrangements are made for continuity of care when an individual moves** • To work with NOMS Health and Wellbeing Co-commissioning, neighbouring establishments, the local authority and NHS England to sign off a joint action plan by the close of Quarter 1; to lead implementation during Q2-4; the action plan will aim to ensure appropriate arrangements for screening and assessing eligible offenders with social care needs are established and prepare for the anticipated provisions of the Care Bill from April 2015. **2 (e) In England – Work with Local Authorities (LA's) to promote inclusion of and maximise benefits, to offender's families** • The Head of OMU will invite Local Authorities to HMP Channings Wood's newly formed Partnership Coordination Meetings, to use this forum as a conduit between the establishment and the LA's for them to help us with signposting and provision of information for our families and visitors. By October 2014. **2 (g) In England – Align services with Offender Learning and Skills Service (OLASS 4) providers in prisons. Put in place local partnership working arrangements and determine what learning opportunities will be offered in each prison. Support initiatives to make prisons places of work and strengthen the focus on employability. Enhance access to mainstream learning and employment services for offenders on return to the community**	

	• The Head of Reducing Reoffending will ensure that a Learning Skills and Employment needs assessment in preparation for curriculum reviews in May 2014, for the curriculum delivery in 2014-2015. • The Head of Reducing Reoffending will ensure that HMP Channings Wood hold its first education, training and employment event in Summer 2014 with the aim of promoting these opportunities to offenders and developing significant further links for the establishment. **2 (h) In England – Strengthen partnership working to ensure that offenders have access to support and services to both prepare for and enable access to employment** **The Head of Reducing Reoffending, Industries manager and the Commercial contracts manager will negotiate with 131 to ensure that the appropriate level of work is maintained for the industrial workshops at HMP Channings Wood.** **The Site Manager will follow up on a recent capital bid to expand recycling and horticulture activities , increasing workplaces by 20. By April 2014.** **The Commercial Contracts Manager will establish a Census Data call centre for 35 offenders by June 2014.** **The Head of Reducing Reoffending will establish a Story Book Dads editing suite for up to 8 offenders by end of May 2014..**	
3. Deliver an efficient, quality service	**3 (a) Target resources on evidence-informed intentions and services which are likely to deliver the best outcomes for the investment. This includes targeting factors shown to relate to NOMS intended outcomes and using a service design which will be effective with the groups which receive it** • By December 2014 HMP Channings Wood will review the type of strategies it employs, and the services and interventions it offers to ensure that the approaches being used are ones which are effective with the type of offenders that receive them, and that the factors being targeted for change are related to desistance, reduced reoffending and public protection, or a reduction in harmful institutional behaviour. It will draw on local data and evidence, including that provided within the NOMS Evidence and Segmentation Companion Document (available at www.justice.gov.uk/about/noms/commissioning.) when completing these reviews and have in place a strategy for developing its use of evidence to inform practice to maximise outcomes. To be led by Head of OMU. • To deliver the Benchmark recommendations through the planned MTT programme to achieve steady state during 2014-2015. **3 (b) Have robust quality assurance processes in place to ensure offender services are (i) delivered as they**	Yes

	are intended (i.e. with integrity and as planned and designed) and (ii) that they are effective • By December 2014 HMP Channings Wood will develop and implement effective quality assurance processes which indicate whether the services, activity and interventions it provides are of an acceptable standard of quality and are having the impact they are intended to deliver. Information from these processes will be regularly reviewed by the senior management team and Head of reducing reoffending and the activity hub team will be given responsibility for the QA processes and following through on actions identified in the reviews.	
4. Ensure delivery is matched to population, purpose and NOMS outcomes.	**4 (a) Use segmentation and local data sources to target resources for rehabilitation services, case management and risk management where they will deliver the greatest outcomes for investment** • The Head of OMU will develop and implement a system which will link OASys criminogenic information from OMU into the Reducing Reoffending Strategy. This will indicate the level of need and identify any gaps in provision that will require negotiations with third party, voluntary sector and HMP Commissioners. by December 2014. . HMP Channings Wood will increase the core programme delivery, for SOTP provision, to 42 from 25 from 1st April 2014. In preparation for this we will recruit and train the appropriate staff and assess the participants for 2 extra groups to start in Winter 2013/14 and complete in 2014/15. This will take into account audit criteria and the correct level of non-effective to ensure high quality delivery. Head of Reducing Reoffending and SOTP treatment manager.	Yes
5. Ensure delivery of services is responsive to individual needs and characteristics to maximise outcomes.	**5 (a) Relevant individual needs and characteristics are effectively identified, assessed and monitored. This information is shared appropriately, proactively and sensitively across the organisation and with delivery partners** • The Head of Res and Services will implement an action plan based on data from the Equalities Monitoring Tool by September 2014. • To establish a system which identifies the level of need of offenders who have suffered violence, rape or abuse or have previously been sex workers, including exploring the underpinning factors. Once the need has been established, we will explore the feasibility of working in partnership with the voluntary sector in providing support to offenders who have suffered violence, rape or abuse or have previously been sex workers. By November 2014 **5 (b) Information regarding individual needs and characteristics is used to adapt and sequence services to meet individual needs and maximise their benefit and offenders are supported and encouraged to access appropriate services**	Yes

	• The Head of Reducing Reoffending will develop arrangements for screening and assessing offenders social care needs by September 2014, in discussion with the Local Authority. • The Head of Reducing Re-offending will implement a social care support system by September 2014. • The Head of Res and Services will pursue existing capital bids via NOMS for adjustments to fabric of the establishment to facilitate disabled offender access.	
6. Deliver priority national or specialist services	**6 (b) Deliver victim-offender conferences (Restorative Justice) where capacity exists and develop partnerships and a supportive environment to enable delivery where it does not** The Head of OMU will develop and implement a plan by October 2014 for the creation of a supportive environment which will enable delivery of victim-offender conferencing (RJ). The plan will focus on developing; • Awareness of RJ amongst relevant staff groups • Partnerships with organisations and local commissioners to support delivery of RJ • Infrastructure to support delivery, including development of; o a single point of contact for RJ o agreed referral processes with partners o processes which contribute to suitability and risk assessments o appropriate gate procedures for entry into the prison of victims and other participants o appropriate rooms are available for the conference to take place o integration of RJ into sentence planning These objectives are, however, subject to changes in the Victims Charter from 01/04/2014.	Yes
Table 7d – Physical Education	The Head of Reducing Reoffending will work with Custodial Commissioners, the Regional Performance Lead and the Regional PE advisor to agree actions that will lead to Channings Wood meeting its minimum obligations under this specification by the end of the 2014-15 SLA cycle.	

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

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

Table 7d: Agreed delivery hours for specified services			
Service Specification	**Output**	**Agreed hours**	**Rationale (where hours are agreed above the minimum set within specifications)**
Residential Services	Daily time in open air [minimum 30 minutes] (row 21 of the specification)	0.5 hours daily	
Physical Education	Minimum number of PE Hours [per week] (row 1 of the specification) (as calculated using the SBC published spreadsheet product)	2.5 hours weekly	

8. Activity Places (Work and Prison Services)

Table 8a: Agreed Activity Allocation places

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

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

INDUSTRIES (ONE3ONE)										
INDUSTRY SERVICE CODE	**WORKSHOP NAME**	**Maximum number of prisoner places per activity (planned per week total for 2014-15)**	**TOTAL STAFF NUMBERS**	**CORE HOURS PER WEEK**	**Annual Internal Soft Charged Sales Predictions**	**Annual Internal Hard Charged Sales Predictions**	**Annual External Sales Predictions**	**Annual Internal Soft Charged Materials Predictions**	**Annual Internal Hard Charged Materials Predictions**	**Annual External Materials Predictions**
Industries - Textiles	Tailors (VPU)	42	3	28.25	0	£202,000	£3,000	0	£150,000	£2,000
Industries - Laundry	Laundry (VPU)	27	2	28.25	£250,000	0	£40,000	£7,000	0	£1,500
Industries - Woodwork	Wood Mill (VPU)	27	3	28.25	All sales are included in the wood assembly forecast					
Industries - Woodwork	Wood Assembly (Main)	42	3	28.25	0	£150,000	£5,000	0	£135,000	£4,000
Industries – Other Workshop	Manufacturing Stores (Main)	8	1	28.25	0	0	0	0	£5,000	£1,000
Land Based Activities	Gardens (Main)	9	4 (currently 2x vacancies)	28.25	All material costs are included in the gardens below					
Land Based Activites	Gardens (VPU)	13 (number of prisoner places dependant on full staffing levels)	(staffing fluctuates across both aspects of the prison)	28.25	0	0	0	0	0	£5,000
Total		168	16	197.75	£250,000	£352,000	£48,000	£7,000	£290,000	£13,500

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**
LB8 (RC) (Main)		55	29.58
Kitchen (VPU)		29	30.33
Orderly/Cleaners (VPU)		8	30.33
Orderly/Cleaners (Main)		52	29.58
Recycling Activity (Main)		12	29.58
Stores (CES/Main)		6	29.58
Works Department (Main)		14	29.58
Wing Cleaning (VPU)		37	30.33
Wing Cleaning (Main)		58	29.58
Other Occupations		N/A (development ongoing)	N/A
Sub total		**291**	

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**
Education (figure shown is the average for all areas of Learning and Skills, including vocational training areas, as included on the updated SLA		143 NB: The core hours vary amongst the Main and VPU. The figure is taken as the lowest amount of hours i.e. for the Main. The Main has the majority of education figures	29.58
ROTL (5 days)		14	33.00
ROTL (4 days)		3	26.33
Sub total		160	
Table 8 Total		451	

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	6h 43m	0h 00m	1h 38m	1h 00m	0h 35m	9h 56m
Tue	6h 43m	0h 00m	1h 38m	1h 00m	0h 35m	9h 56m
Wed	6h 43m	0h 00m	1h 38m	1h 00m	0h 35m	9h 56m
Thu	6h 43m	0h 00m	1h 38m	1h 00m	0h 35m	9h 56m
Fri	3h 21m	3h 42m	1h 34m	1h 00m	0h 16m	9h 54m
Sat	0h 00m	6h 39m	0h 09m	1h 00m	0h 00m	7h 49m
Sun	0h 00m	6h 39m	0h 09m	1h 00m	0h 00m	7h 49m

5 day average time out of cell

Type	Activity	Association	Domestics	Meal	Movement	Total Time Out of Cell
5-day	6h 03m	0h 44m	1h 37m	1h 00m	0h 31m	9h 56m

7 day average time out of cell

Type	Activity	Association	Domestics	Meal	Movement	Total Time Out of Cell
7-day	4h 19m	2h 26m	1h 12m	1h 00m	0h 22m	

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)	8.50 %	8.50 %	8.50 %	8.50 %	8.50 %	8.50 %	8.50 %	8.50 %	8.50 %	8.50 %	8.50 %	8.50 %	8.50 %	8.50 %	8.50 %	8.50 %	8.50 %	
CU031	Control & Restraint (C&R) Training																		
		80.00 %	80.00 %	80.00 %	80.00 %	80.00 %	80.00 %	80.00 %	80.00 %	80.00 %	80.00 %	80.00 %	80.00 %	80.00 %	80.00 %	80.00 %	80.00 %	80.00 %	
CU060	Tornado Commitment																		17.00
CU074	MQPL BME Score																		
		16.50	16.50	16.50	16.50	16.50	16.50	16.50	16.50	16.50	16.50	16.50	16.50	16.50	16.50	16.50	16.50	16.50	16.50
CU056a	Security Audit - Audit & Corporate Assurance (A&CA)	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	3.56
		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 (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	3.40
		3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
CU067	HMIP	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

	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	3.00
CU075	HMIP Respect	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	2.79
		3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
CU077	HMIP Safety	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	2.92
		3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
CU078	HMIP Purposeful Activity	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	2.58
		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)												42	42					942

	Completions																		
CU021	Offending Behaviour Programme (OBP) Completions												72.00	72.00					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	86.00 %	86.00 %	86.00 %	86.00 %	86.00 %	86.00 %	86.00 %	86.00 %	86.00 %	86.00 %	86.00 %	86.00 %	86.00 %	86.00 %	86.00 %	86.00 %	86.00 %	
CU014	Training / Education on Discharge	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 %	
CU015	Employment on Discharge	26.00 %	26.00 %	26.00 %	26.00 %	26.00 %	26.00 %	26.00 %	26.00 %	26.00 %	26.00 %	26.00 %	26.00 %	26.00 %	26.00 %	26.00 %	26.00 %	26.00 %	
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